

EXTERNAL GRANTS
PRE-PROPOSAL WORKSHEET

UNIVERSITY OF CENTRAL OKLAHOMA
Office of Research & Grants



INTENT TO SUBMIT

Must be submitted to OR&G a minimum of 5 weeks prior to submission

Type of Proposal: NEW CONTINUATION RENEWAL SUPPLEMENTAL REVISION / RESUBMISSION
Additional Attributes: GRANT CONTRACT SUBCONTRACT FELLOWSHIP COOPERATIVE AGREEMENT

Submission Due Date of Grant: Submit through UCO Foundation? **YES** **NO**

Principal Investigator: Department:

Email: Phone:

Co-Principal Investigator: Department:

Email: Phone:

Title of Proposal (*Tentative*):

Funding Agency: CFDA# (if applicable):

Project Begin Date: Project End Date: Abstract Attached: **YES** **NO**

Estimated Total \$\$ Request from Funding Agency:

Max Amount Agency will fund, Per Year: Total:

Estimated Budget:

	DIRECT COSTS	INDIRECT COSTS	TOTAL COSTS
1 st Year Budget	<input type="text"/>	<input type="text"/>	<input type="text"/>
2 nd Year Budget	<input type="text"/>	<input type="text"/>	<input type="text"/>
3 rd Year Budget	<input type="text"/>	<input type="text"/>	<input type="text"/>
4 th Year Budget	<input type="text"/>	<input type="text"/>	<input type="text"/>
5 th Year Budget	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Budget/Project	<input type="text"/>	<input type="text"/>	<input type="text"/>

*Indirect Cost Rate
= 55% of salaries
or
as specified on RFP*

Are you maximizing the amount of Indirect Costs in your budget? **YES** **NO**

BUDGET SPECIFICS:

YES NO

Does this proposal involve cost sharing?

If YES, Source of Funds:

Does this proposal require matching funds?

If YES, Source of Funds:

If YES, what is the ratio: Has this been discussed with your Chair? YES NO

Does this proposal involve subcontracts?

If YES, with whom:

Please attach contact information for each subcontractor and information detailing why each was chosen and what % of the total budget the subcontract represents.

If YES, is UCO the lead institution? YES NO

PROJECT SPECIFICS:

YES NO

Will human beings be used as subjects in this research? PENDING

Approval Number:

Will animals be used as subjects in this research? PENDING

Approval Number:

If YES to either of the above, the PI agrees to consult with the Office of Research Compliance:

.....
Signature of Principal Investigator

Will additional lab/room space be required for this project?

If YES, I require approx. sq/ft and have discussed this matter with:

Will additional Office of Information Technology support be required for this project?

If YES, I have discussed this matter with:

Will the project be located on campus? If NO, please specify where:

PERSONNEL COMMITMENTS:

YES NO

Are you planning on collaborating with anyone else?

If YES, with who and from what department/university?

This proposal will request support for positions not already established within the University.

If YES, please attach information detailing position(s), source of internal support (if any) during the term of the project and the UCO commitment at the close of the project.

This proposal will provide reassignment time for the PI, or anyone else working on the project.

If YES, what is the estimated % of time and effort? Academic Year: Summer:

Will Research/Teaching Assistants be included in this proposal? Salary Included:

.....
Signature of Principal Investigator

.....
Date

.....
Signature of Department Chair

.....
Date

.....
Signature of Dean

.....
Date

For Office Use Only:	
OR&G Grants Coordinator, Recorded	<input type="checkbox"/>
Grant Facilitator, Notified	<input type="checkbox"/>
Grant Accountants, Copied	<input type="checkbox"/>

For any additional comments, please attach a separate sheet of paper.

**Return completed and signed form to: Office of Research & Grants, University of Central Oklahoma, CTL Room 201, Box 132
100 N. University Drive, Edmond OK 73034**