Proposal Routing Form of Sponsored Programs and Projects

Instructions

Proposal Type ○ Grant

- Sub-Grant
- \odot Fee for Service
- \bigcirc Other

1 Sponsor and Project Informat	ion		
Deadline Date	Time	Sponsor	Originating Sponsor
Program Name	IA Contact	ORSP Contact	Project Title
2 Principal Investigator (PI) and			
PI	Department Name	Department Admin Name	
Campus Address	Telephone	Email	
3 Budget Information and Instit	utional Contributions		
Project Type: O Basic O App	lied O Development O Testir	ng \bigcirc or Instruction/Training \bigcirc o	r Other/Sponsored Activity
F&A Rate Used:	Alternate or non-federal	Period of Performance	
Research – On Campus	(A/NF) rate used (%):	Start-End dates from	to
Explanations for A/NF rate	Support Requested from Spons	sor	
O Modified Rate-Sponsor Cap		Year One	All Years
Modified Rate-ApprovedWaived Rate-Sponsor Prohibits	Direct Costs		
O Waived Rate-Approved	F&A Cost		
	Total Costs		
Cost Sharing (CS)			
None offeredApplication Required	CS \$ Offered:	Year One:	All Years:
 Voluntarily Offered 			
4 Other Oversight Issues Includ	ing Need for Additional Resour	ces	
Inter-Institutional Credit/Collabo	rations		
a) Project includes collaborators f		documents and authorizations have	been obtained
and provided to ORSP.			○ Yes ○ No
Effort / Compensation / Leave			
b) AICAD year course relief for an	y key personnel is proposed. If Y	es , signatures convey chair(s)/dean((s) approval. O Yes O No

c) Faculty released time (full semester or AY) is proposed. If **Yes**, dean's signature conveys released time will be granted. O Yes O No

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Additional Resources Needed		
d) New instrumentation or equipment (including computers and software required for the project but not funded by the proposal. If Yes, attach a be procured and supported in the long-term (if applicable, and costs shows a structure)	brief description of how these items will	⊖ No
e) Other (also note in budget template)	⊖ Yes	○ No
5 Compliance Certifications		
a) The PI is responsible for assuring that all individuals whom the PI(s) dee design, conduct, or reporting for the project, regardless of individual's	•	○ No
b) The PI is required to complete CITI training if Human Subjects Research all individuals whom the PI(s) deems will be substantively involved in th	•	⊖ No
Protection of Research Participants		
c) Human Subjects: The project will involve human participants (including analysis) at Pratt or any other participating site (e.g. by subcontractor). authorization as exempt from regulations from the Institutional Review a current approval, make sure a copy is attached.	If Yes : You must obtain written approval or	○ No

Signees

Date	Signature	Printed Name	Title/Role
			PI

