

Basic Information

Your proposal will be entered into Access Kuali Research for initial Sponsor Programs Office review and approval routing. In order for Business Services to create a Proposal Development number, the requested basic minimum information below must be provided. Please complete and email this form and all proposal documents to cnrbcs_proposals@usu.edu. **Your proposal cannot be processed without this form.**

PI Information

Principal Investigator Department % of Total Annual Effort

Co-PI(s) *If applicable.* Department % of Total Annual Effort

Sponsor Information

Sponsor Prime Sponsor *If applicable.*

Point of Contact Title

Email Phone

Address/Website Submission Method:

Email	Mail
grants.gov	PI submitted
Other	

Firm Proposal Due Date from Sponsor?	Sponsor Due Date <i>If applicable.</i>	RFP Available?
Yes No	<input style="width: 150px; height: 20px;" type="text"/>	Yes No

Project Information

Start Date	End Date	Type
<input style="width: 150px; height: 20px;" type="text"/>	<input style="width: 150px; height: 20px;" type="text"/>	

Title

Subawards?	Consultants?	Cost Share REQUIRED?
Yes No	Yes No	Yes No

Please Also Include:

Narrative	Sponsor Proposal Instructions (RFP/RFA/FOA)	<i>If applicable</i>
Budget	Sponsor Agreement	<i>If applicable</i>
Budget Justification		

