

Completed form should be submitted to Research and Sponsored Programs at least **THREE** business days prior to the planned submission date. Give yourself ample time to collect required signatures on this form and any required supplementary forms. Attach additional pages as needed.

PROJECT INFORMATION

Gustavus Principal Investigator/Project Director Name & Dept.:

Gustavus Co-PIs/Co-PDs Names and Dept.'s:

Project Title:

Funder (For subawards list lead institution and prime source funds):

Funding Opportunity Title (if applicable):

Submission Deadline:

Project Period Dates (mm/dd/yyyy): _____ to _____

Will Gustavus students be paid from this grant? Yes No

Purpose of Grant (select all that apply): Research Programmatic Curricular Capital Equipment
(Over \$5,000)

Funding Source: Federal Government Non-Federal Government (State/Local)

Non-Profit Organization (Foundation) Corporation

Funds Recipient: Funds to Gustavus Funds to Individual

Application Type (select all that apply): Full Renewal Supplement LOI/Pre-Proposal

Is this a Resubmission? Yes No

Are there collaborators from other institutions? If yes, list names, institutions, and roles: Yes No

Project Summary

In the space below, please give a two to three sentence description of your proposed project (maximum 150 words).

BUDGET INFORMATION

Total Amount Requested \$

Facilities and Administrative/Indirect Costs \$

Total amount of match committed \$

Prior Approval Documentation Required (Find approval forms on Gustavus.edu/grants/policies)

Reassignment/Course Release form attached? Yes NA

F&A (indirect costs) waiver or reduction form attached? Yes NA

Estimates and approvals from Physical Plant for construction and building modifications attached? Yes NA

Required* contributions, match, cost share form attached? Yes NA

***Voluntary cost share is not allowed**

Significant financial interest disclosed and FCOI form submitted to RSP? Yes NA

Documentation of college commitments beyond the grant period attached? Yes NA
(e.g. equipment maintenance, software licenses, instructors)

COMPLIANCE AND CERTIFICATIONS (If funded, I understand I must obtain the following approvals)

Research involving human subjects? Yes NA IRB

policies and forms can be found here: Gustavus.edu/irb

Research involving animals? Yes NA

Information regarding IACUC's policies can be found here: Gustavus.edu/facultybook/iacuc

Students paid with government (federal, state, or local) funds? Yes NA

Students are required to complete RCR training and follow the policy found at Gustavus.edu/research

rDNA, biohazards, radioactive materials, lasers, drones? Yes NA

Information regarding these materials can be found here: Gustavus.edu/facultybook/allcollegepolicies

Development of intellectual property, an original product, or technology? Yes NA (other than a manuscript or report)

Travel to foreign countries or foreign collaborators? Yes NA

SIGNATURES *Sign and scan or insert electronic signature file. No typed Signatures will be accepted.*

MATCH COMMITMENTS: Obtain signature of commitment from approving Gustavus budget officer or attach email or letter detailing specifics of commitment. Attach additional pages as necessary.

Match Source	Amount	Signature
Total		

PRINCIPAL INVESTIGATOR(S)/PROJECT DIRECTOR(S) CERTIFICATION

I certify that statements made in the proposal and accompanying materials are true and complete to the best of my knowledge. I agree to comply with relevant College and Research and Sponsored Programs policies and procedures; relevant federal requirements; and the terms and conditions of the awards. I will maintain the highest of ethical standards in the conduct of research. I will be responsible for initiating and documenting allowable project expenditures, including any cost-sharing or match. I will notify Research and Sponsored Programs promptly if any changes to the responses on this or any accompanying form or certifications are necessary. I understand that non-compliance may result in termination of my award, legal action, Gustavus sanctions, or termination of employment.

PI/PD Signature

Date

Co-PI/co-PD Signature

Date

*If there are more Co-PIs attach additional copies of this page to include their signatures.

ADMINISTRATIVE CERTIFICATIONS AND APPROVAL

The attached proposal is consistent with the department's mission and objectives and aligns with the College's mission and curriculum objectives. The professional merit and committed effort of the personnel involved are sufficient to carry out the proposed activities. Resources and commitments outlined in the proposal, including those beyond grant period, are authorized. Any institutional concerns have been resolved.

Dept. Chair or Director Signature

Date

Dean or VP Signature

Date

All final materials were received 3 business days prior to the submission date? Yes No

The proposal, including the budget and any supplementary materials have been reviewed to ensure compliance with institutional policies and procedures. Any concerns have been documented and attached.

Research and Sponsored Programs Signature

Date