

# External Grant Pre-Application Checklist and Approvals

NOTE: Any application to any agency for external funding must be pre-approved using the checklist and signoffs below BEFORE it can be submitted outside the university. **Copies of all requested documentation must be attached to this checklist.**

Investigators should refer to the approved University Policy on Grant Submissions to External Agencies prior to completing the information below.

Proposal Title:

Name(s) of Principal and any Co-Investigator(s) including % effort of each named individual:

Potential funding agency where grant will be submitted:

Period (dates) of proposed funding:

Total amount to be requested:

Are Biohazards, tissues, or cells involved in the proposed project?

Yes                  No

If Yes, have all named personnel completed biohazards safety training?

Yes                  No

If Yes, has a Biosafety application been submitted to the RSC?

Yes                  No

**If Yes to any of the above, please attach relevant documentation.**

Are laboratory animals involved in the proposed project?

Yes                  No

**If Yes, please attach required IACUC approval.**

Are human subjects involved in the proposed project?

Yes                  No

**If Yes, please attach:**

- Documentation of CITI training**
- IRB approval or exemption documents**

## Review and Approvals

All signing individuals certify that university resources and time commitments are available to listed personnel to successfully carry out and complete the work proposed.

Department Chair: \_\_\_\_\_

Date: \_\_\_\_\_

Dean: \_\_\_\_\_

Date: \_\_\_\_\_

Provost: \_\_\_\_\_

Date: \_\_\_\_\_