

**SUNY Geneseo
Office of Sponsored Research**

EXTERNALLY FUNDED PROJECTS APPROVAL FORM

College policy requires that faculty and staff confer with the Office of Sponsored Research and appropriate academic and administrative personnel before submitting proposals to external funding agencies. This requirement applies to applications for grants, contracts, cooperative agreements and fellowships.

Office of Sponsored Research staff will complete this form and circulate it, with proposal documents attached, for approvals via Adobe Sign. Approvals must be sought approximately two weeks prior to the funding agency deadline. **Proposals to external funding agencies will not be submitted without appropriate institutional approvals.**

PRINCIPAL INVESTIGATOR/PROJECT DIRECTOR DATA

Principal Investigator/Project Director	Department/Office/School
Co-Principal Investigator(s)/Project Director(s)	Department(s)/Office(s)/School(s)

PROPOSAL DATA

Project Title:
Type of Submission (list current grant/contract number and Research Foundation award number if applicable) <input type="checkbox"/> Pre-Proposal <input type="checkbox"/> Competing Continuation _____ <input type="checkbox"/> New Proposal/Contract <input type="checkbox"/> Non-competing Continuation _____
Type of Activity: <input type="checkbox"/> Research <input type="checkbox"/> Educational Support <input type="checkbox"/> Public Service <input type="checkbox"/> Fellowship <input type="checkbox"/> Library <input type="checkbox"/> Institutional & Department Support <input type="checkbox"/> Conference <input type="checkbox"/> Other (specify) _____
Type of Funding: <input type="checkbox"/> Grant <input type="checkbox"/> Contract <input type="checkbox"/> Cooperative Agreement <input type="checkbox"/> Miscellaneous Support

SPECIAL REVIEW CHECKLIST

This proposal involves the following (check all applicable items):	
<input type="checkbox"/> Subcontracts, Consultants, Non-Geneseo Personnel	<input type="checkbox"/> Radioactive Materials
<input type="checkbox"/> Human Subjects, status _____	<input type="checkbox"/> Potential Conflict of Interest (SUNY-2 Ethics)
<input type="checkbox"/> Animal Subjects, status _____	<input type="checkbox"/> Release Time from Teaching or Leave of Absence
<input type="checkbox"/> Foreign Travel, list country _____	<input type="checkbox"/> Computing Services
<input type="checkbox"/> Chemical Carcinogens, Biohazards or Infectious Agents	<input type="checkbox"/> Facilities Construction/Renovation, Equipment Installation

AGENCY TRANSMITTAL DATA

Agency Name: Type: <input type="checkbox"/> Federal <input type="checkbox"/> State <input type="checkbox"/> Private <input type="checkbox"/> Other Prime Funding Agency, if applicable: Program Title: CFDA # (for Federal Programs):	Agency Mailing Address: E-mail: Phone:
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Proposal Submission Via: <input type="checkbox"/> Email <input type="checkbox"/> Grants.gov <input type="checkbox"/> Research.gov <input type="checkbox"/> Agency grants system <input type="checkbox"/> Other (list below)	Agency Deadline <input type="checkbox"/> Receipt _____ <input type="checkbox"/> None
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BUDGET DATA	Initial Project Period _____ to _____	Total Project Period _____ to _____
Requested Direct Costs (For Fellowships, list value)		
Requested Indirect Costs*		
Total Requested		
Geneseo Cost Share		
Cash		
In-kind		
Other Contributions/Income		
*Full Geneseo indirect cost rate of 57% of Modified Total Direct Costs? <input type="checkbox"/> yes <input type="checkbox"/> no		

PRINCIPAL INVESTIGATOR(S)/PROJECT DIRECTOR(S) ASSURANCES: To the best of my knowledge, the proposed project conforms to all SUNY-Geneseo policies, ethical principles of my profession, and policies of the sponsor.

Principal Investigator/Project Director <i>Signature</i> _____ <i>Date</i> _____	Co-Principal Investigator(s)/Project Director(s) <i>Signature(s)</i> _____ <i>Date(s)</i> _____
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APPROVALS: Signature by Department Chair/Director/Dean indicates approval for departmental, office, or school commitments, including released time from teaching. Signature by the Director of Research indicates that the project complies with SUNY Geneseo policies, applicable federal, state, and local regulations, and policies of the sponsor. Signature by the Associate Provost for Finance and Administration, the Dean of Arts and Science, the Provost, Vice President for Administration and Finance, other Vice President's as appropriate, and President indicate agreement to provide the institutional commitments of time and financial resources as outlined in the project budget.

PI/PD Chair, Dean, or Director <i>Signature</i> _____ <i>Date</i> _____	Co-PI/PD Chair, Dean, or Director <i>Signature</i> _____ <i>Date</i> _____	Director of Sponsored Research <i>Signature</i> _____ <i>Date</i> _____
Associate Provost for Finance and Administration <i>Signature</i> _____ <i>Date</i> _____	Dean of Arts & Sciences/Business/ Education 	Provost and Vice President for Academic Affairs <i>Signature</i> _____ <i>Date</i> _____
Vice President for Finance and Administration / Research Foundation for SUNY Operations Manager <i>Signature</i> _____ <i>Date</i> _____	President <i>Signature</i> _____ <i>Date</i> _____	