



**OAKWOOD UNIVERSITY OFFICE OF GRANTS
NOTICE OF INTENT TO SUBMIT**

PERSONNEL INFORMATION

Principal Investigator: _____ Department: _____
Office Phone Number: _____ Email: _____
Co-Principal Investigator: _____ Department: _____

PROPOSAL SUBMISSION INFORMATION

Proposal Title: _____
Key words describing
proposal subject matter: _____
Primary Funding Agency: _____ Sub-Award
Funding Agency: _____
Agency Program Title: _____
Name of Agency Program Officer: _____

Proposal Type: Capacity Research

Agency Submission Deadline: _____ Proposed Start Date: _____ Proposed Ending Date: _____

Project Location: On Campus Local Off-Campus Other

Does the funding agency accept the University rate for indirect costs? Yes No

If no, indicate proposed rate/no rate and attach approval for lower/no rate.

Agency Stipulated Rate: _____ No/lower indirect costs allowed: _____

I/We will provide the ORG with FINAL proposal on: _____ (At least 7 working days prior to agency deadline)

OFFICE OF RESEARCH REVIEW

Will your proposal require special review for any of the following?:

Human Subjects Protection Animal Care and Use The Use of Hazardous Materials

The signatures below indicate that this proposal has been authorized for submission to the agency mentioned above and that you, the PI, are aware of **ALL** aspects of this proposal.

Departmental Chair/Dean Date Principal Investigator/Project Dir. Date

Authorized University Representative Date Grants Director Date

SUBMIT THIS FORM TO THE OFFICE OF GRANTS ALONG WITH THE NOTICE OF FUNDING OPPORTUNITY/APPLICATION INFORMATION



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SUPPLEMENTAL FORM**

Mission Fit

Explain how your proposal aligns with the funding agency.

Explain how your proposal fits the mission, strategic plan, and research agenda of Oakwood University.

Background/Expertise

Explain how the expertise of the Project Director/Principal Investigator supports effective and efficient administration of the project.

Explain the experience of the Project Director in carrying out similar projects.

Capacity Building

Explain the potential for student and faculty development through this project.

Internal Program Support Resources

Explain any available internal resources (space, personnel, equipment, matching funds/in-kind support [if required], other).

Competitive Assessment

Has the PI contacted the funding agency Program Manager? Yes ___ No ___

Does Oakwood University have any history with the funding agency? If so, what is the rapport with the funding agency (for instance, performance, grant reporting, and closeout).
