**Francis Marion University**

Proposal Concept Approval Form

The purpose of this form is to allow you to request permission to ***develop*** a grant proposal as described below and to plan the commitment of university resources should this grant be awarded to FMU. This form ***does not*** give you permission to ***submit*** a grant proposal. Final drafts **must** be reviewed and approved by all relevant offices. Sections of the form will expand to accommodate additional text.

Type of Funding: [ ] Grant [ ] Contract [ ] Cooperative Agreement [ ]  Other

**Principle/Interim Investigator:** Click or tap here to enter text.

**Department/School/Unit:** Click or tap here to enter text.

Please list any other FMU faculty or staff who will serve as co-PIs or provide substantial time to the grant/contract/agreement.

**Grant/Contract Title:**

Grantor/Contracting Agency:Click or tap here to enter text.

Proposal Deadline: Click or tap to enter a date.

**Grant/Contract Period:**

Start Date: End Date:

Is there a matching requirement? [ ] Yes [ ] No

Is a match being provided? [ ] Yes [ ] No

If yes to either of the above, amount/percentage? Click or tap here to enter text.

Release Time? [ ] Yes [ ] No If yes, amount/percentage? Click or tap here to enter text.

Are indirects allowed? [ ] Yes [ ] No

Are indirects being requested? [ ] Yes [ ] No

Note: If indirects are allowed they should be requested unless prior approval has been received. Please contact the Office of Sponsored Programs in such circumstances, and a determination will be made in consultation with the Vice President for Finance and Facilities.

Does your project/proposal involve human subjects research? [ ] Yes [ ] No

Note: Proposals involving human subjects need to be reviewed and approved by the institutional IRB. <https://www.fmarion.edu/provost/institutionalreviewboard/>

Does your project/proposal involve animal research? [ ] Yes [ ] No

Note: Proposals involving animal research need to be reviewed and approved by the institutional IACUC.

Does your proposal have the potential to impact other academic departments/schools at Francis Marion? [ ] Yes [ ] No

If yes, please provide the names of the other areas on campus that could be impacted and how: Click or tap here to enter text.

Does this grant involve working with other educational institutions, private businesses, or other organizations? [ ] Yes [ ] No

If yes, please provide the names of the outside organizations: Click or tap here to enter text.

**Grant Description:**

Provide a brief description/summary of the grant activities/project/program.

**Budget Description/Justification:**

Provide a brief description/summary of the planned budget. At a minimum, please provide a general outline of personnel costs, student wages/salary estimates, travel, and equipment/supplies.When requesting student wages, include the hourly rate being requested along with a justification for the requested rate to include the skills, expertise, and class rank for the students you propose to hire.

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| **Approval:** |  |
|  | Department Chair or Direct Supervisor Date |
| **Approval:**  |  |
|  | Dean (if applicable) Date |
| **Reviewed:** |  |
|  | Sponsored Programs Date |
| **Approval:** |  |
|  | Provost/Vice President Date |
| **Approval:**  |  |
|  | President Date |