

Notice of Intent to Submit a Funding Proposal

INSTRUCTIONS:

1. Complete this Notice of Intent as soon as you identify a funding source or project need help doing so.
2. Attach:
 - o A detailed project summary and budget (with budget justification) indicating approximate cost of necessities to accomplish your objectives.
 - o An additional sheet for explanation of information requested below that may not apply to the project summary.
3. Circulate the document to obtain the approval of your department Chair and Dean (division chair if applicable).
4. Forward the document with attachments, to ~~ORSP~~ ~~ORSP~~ @laverne.edu
 - (Once submitted, the appropriate office (ORSP) will follow-up with you for further guidance.

Project Summary

Principal Investigator (PI): _____ Grant Fellowship Fee for Service Contract Other

(describe in summary)

Other Institutions Any others Involved? Yes No (If yes, describe in the summary which institution will "lead" and why)

Time Commitment: Are you involved in any other grants, committees or courses that may impact your current and potential effort by semester/term? Yes No (If yes, attach an additional sheet for details).

Budget and Budget Justification Summary

Proposed Faculty Salary Support: Course Release Summer Support (describe in the budget justification: 1) number of course release(s) needed per semester/term; 2) Number of years the release(s) is/are needed; 3) When the course release(s) will most likely be needed (Fall/Spring); 4) Summer support, if needed, which should not exceed the maximum of 2 offload months)

Research Assistant Support: Undergraduate Graduate (describe in the budget justification: 5 (d)-2.2 (d)-2.2 ((e in (a)) - 4.001 w 0.493 0 Td [3 0273

Signature of Department Chair

Signature of Division Chair (if applicable)

Signature of Dean