

ECE Pre-Proposal Checklist

TITLE:			
PI NAME:			
DUE DATE:			
Sponsor			
Solicitation/Announcement#			
Link to announcement			
Type of Research (Basic/Applied?)			
Period of Performance			
Anticipated Award start date			
Option Yrs (Y/N), if so how many?			
Place of Performance (on/off campus)			
Estimated Proposal Budget			
Award Type (Grant/Contract)			
Lead Institution			
Subs/Consultants			
Name			
Contact info			
Name			
Contact info			
Cost sharing (yes/no)			
Conflict of Interest (yes/no)			
Submission Type (Electronic/Email/Mail)			
Budget Specs			
Personnel			
	Personnel Name	GRA Step I, II, and/or III	% effort/# of months per year
PI			
Co-PI			
Co-PI			
Co-PI			
Research!Associates			
Research Associates			
GRA			
GRA			
GRA			
Undergraduate Student(s)			
*****Technical Support costs will be added to budgets that are \$75K or more per year*****			
Travel Type	Conference/Meeting	Destination	Estimate
Domestic			
Foreign			
ODCs (Supplies/Materials/Services)			
Itemized list, if available		Estimated cost	
Notes/Additional Information			
NOTE This form is only meant to provide general information to get the proposal started. Additional correspondence will be required throughout the proposal process.			