**PR-A and PR-B must be completed and endorsed before the proposal is submitted to the sponsor.**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Sponsor Deadline** |  |  |  | Receipt |  | Postmark |  | Electronic |

|  |  |  |
| --- | --- | --- |
| **KEY PERSONNEL** | **Name** | **Dept/Unit** |
| Principal Investigator |  |  |
| Multiple PI (NIH only) |  |  |
| Co-Investigator |  |  |
| Co-Investigator  |  |  |
| Other Role: |  |  |
|  |  |  |
|  |  |  |

Each person named as Key Personnel must complete and attach a Disclosure of Financial Interest Form.

Each Key Personnel must be endorsed by his or her unit chair and dean (Endorsements, below).

**Project Title**

|  |
| --- |
|  |

**Application Type**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | New  |  | Revision |  | Supplement |  | Other |  |

**Project Type**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Research  |  | Instruction |  | Equipment |  | Other |  |

**Sponsor**

|  |
| --- |
|  |

**Prime Applicant or Pass-Through Entity** (if MU is to receive sponsor funds through another entity)

|  |
| --- |
|  |

**Sponsor's Solicitation Number, Program Name, or URL for guidelines**

|  |
| --- |
|  |

**Research Compliance**

Does the project involve… (Check "No" or "Yes" for each of the following)

|  |  |  |  |
| --- | --- | --- | --- |
| **N** | **Y** |  | Timely approval of protocol is required; see sponsor guidelines for when approval is required on their end. PIs will not be able to draw down grant funds until approval is in place. For research involving human subjects, all key personnel must document their completion of approved training in the protection of human subjects. For guidance, see [www.marquette.edu/researchcompliance](http://www.marquette.edu/researchcompliance). If there is uncertainty about whether a project includes human subjects, please complete the worksheet at <http://www.marquette.edu/orc/irb/forms-templates.shtml>. |
|  |  | Human Subjects |
|  |  | Vertebrate Animals |
|  |  | Biosafety/Recombinant DNA |
|  |  | Radioisotopes |
| Provide protocol number if already approved:  |  |

**Subawards and Subcontracts**

Does the proposal name an outside entity that will devote effort or resources to the project?

|  |  |
| --- | --- |
|  | No. |
|  | Yes, and attached is a letter of intent, statement of work, and budget from each entity (list below): |
|  |  |

**Project Budget**

Does more than 50% of the project take place off campus?

|  |  |
| --- | --- |
|  | No. |
|  | Yes. |

**commitments and Endorsements**

|  |
| --- |
| Use the space above each signature block below to describe the commitments being made. Comment fields expand as needed. For each commitment, indicate dates and duration. Indicate RC account number and fiscal year for cost share commitments.  |
| **Commitments** | **Requires endorsement by** |
| Reduced course load | Chair and Dean  |
| Cost shared or contributed effort | Chair and Dean |
| Graduate Tuition | RC account holder |
| Cost share or matching dollars from Marquette | Dean and RC account holder |
| Voluntary under-recovery of F&A Costs | Vice Provost Research & Grad Programs |
| Efforts to raise cost share or matching from third parties | Dean, UA Vice President |
| Special network / technology requirements and/or e-courses | ITS Chief Information Officer |
| MU support after this grant ends (e.g., new permanent lines) | Dean and Provost  |
| New space and/or renovation | Provost |
| Establish a new academic program | Provost |

|  |
| --- |
| **Commitments** (field expands as needed). State each commitment on a new numbered line. Clearly state the approver or source of funds and duration of each commitment. |

**Before signing, review the required attachment FORM PR-B (ORSP BUDGET SPREADSHEET). Your signature below indicates that you have read and approved the application or proposal, budget, and commitments made therein.**

**Principal Investigator (PI) and/or Multiple PI.**  By signing below, the PI agrees to adhere to UPP 2-01, the Sponsored Projects Manual, which is here incorporated by reference and available at http://www.marquette.edu/upp/index.shtml. The PI certifies that the statements made in the application are true, complete, and accurate to the best of his or her knowledge and that persons named in the application have agreed to participate as described. Any false, fictitious, or fraudulent statements or claims may subject the PI to criminal, civil, or administrative penalties. The PI agrees to accept responsibility for the scientific/scholarly conduct of the project and to provide the university and the sponsor with required progress reports if a grant is awarded as a result of the application.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name |  | Signed |  | Date |  |
| Name |  | Signed |  | Date |  |

**PI Department Chair.** The chairapproves the proposed activity, department personnel, and department commitments.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name |  | Signed |  | Date |  |

**PI Dean.** The dean approves the proposed activity, college or school personnel, and college or school commitments.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name |  | Signed |  | Date |  |

**Chairs & Deans of other key personnel; other required endorsements (see Commitments and Endorsements, above).**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name |  | Signed |  | Date |  |
|  |
| Name |  | Signed |  | Date |  |
|  |
| Name |  | Signed |  | Date |  |
|  |
| Name |  | Signed |  | Date |  |

**Office of Research and Sponsored Programs**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name | Katherine Durben | Signed |  | Date |  |

**Required Attachments:**

* Form PR-B (ORSP Budget Spreadsheet)
* Completed Proposal, Application, or Letter of Intent (where Marquette is named in another entity's application)
* Disclosure of Financial Interest for each person named as Key Personnel