

SPONSORED PROJECTS

TRANSMITTAL SHEET FOR TARLETON STATE UNIVERSITY

Principal And Co-Investigator(s):	Application Title:
Contact Person Telephone Number:	
Funding Agency (CFDA Number If Available):	Funding Agency Is (Federal, State, Private):
ARRA program? (Yes/No):	
Notice Of Intent Required? (Yes/No):	Date Application Is Due:
Notice Of Intent Filed? (Yes/No):	
Multi-Year Project? (Yes/No):	Date Project Starts: Date Project Ends:
Total Amount Requested (\$):	Date Final Report Is Due:
Cash Match Required? (Yes/No):	In Kind Matching Funds? (Yes/No):
Amount:	If Yes, Amount?
Source Of Cash Match If Above Is Yes:	Matching Funds Source:
Account No.:	
Account Title:	
Non-Cash Institutional Commitments (Yes/No):	Indirect Costs Allowed (Yes/No):
	Rate % Total Amount \$
DATE	INITIALS
	REQUIRED REVIEWS AND APPROVAL
	First Review: Department Head
	Second Review: Dean or Appropriate Administrator
	Third Review: Human Resources
	Fourth Review: AVP Sponsored Projects
	Fifth Review: Business Services/Controller
	Sixth Review: AVP Finance & Administration
	Seventh Review: VP Finance & Administration
	Eighth Review: Provost/Academic Affairs
	If Amount is \$100,000 or more: The President
<p>To begin the approval process, deliver the proposal to the Office of Sponsored Projects (OSP), Room 136 Administration. You will be notified when approvals are complete. Mail or electronically submit your proposal only AFTER you receive notification. OSP staff can help you with express mail shipments and electronic submissions.</p> <p>If your proposal is an electronic submission, OSP must electronically confirm the approvals before your proposal will be considered officially submitted. For grants.gov confirmation, an authorized OSP person must complete the last step of the application physical submission process. For NSF FastLane, the authorized OSP person can complete the submission at any time after you allow SRO access and approval.</p>	