|  |  |
| --- | --- |
|  | Southern Oregon University **Grants & Sponsored Programs**  **Computing Services East # 235** **Grant Proposal Clearance** |

| Proposal Number (provided by Grants Admin) |  |
| --- | --- |
| Principal Investigator (PI)/Project Director (PD) |  |
| Co Investigators |  |
| Division/Program |  |
| Telephone |  |
| Project Title |  |
| Funding Agency |  |
| Date Submitted to Grants Administration |  |
| Deadline for Submission |  |
| Source of Funds (federal, state, private, etc.) |  |
| Number of students involved in project |  |

After obtaining signatures of Department Chair and/or Division Director, the PI/PD must submit one digital copy of the complete proposal accompanying the signed proposal clearance to **Grants & Sponsored Programs**, **at least 10 working days prior to the submission deadline**.

| Amount Requested from Granting Agency | $ |
| --- | --- |
| SOU Cost Sharing **or matching funds** (include anticipated or guaranteed SOU funds, third party grants, and donations) | $ |
| Total Project Cost | $ |

| **Reviewer** | **Signature** | **Date** |
| --- | --- | --- |
| Principal Investigator/Project Director |  |  |
| Department Chair |  |  |
| Division Director |  |  |
| Grants & Contracts Director/Administrator |  |  |
| Provost & Vice President for Academic & Student Affairs |  |  |

PI/PD is responsible for:

* Completing this form
* Obtaining signatures from Department Chair and School Dean or Administrative Vice President
* Obtaining any additional approvals
* Delivering complete proposal to Grants & Sponsored Programs

**Please read and respond to the following questions. A yes response to any will require additional approvals.**

Will this proposal:

1. Require SOU cost sharing or matching funds (including SOU funds or third party grants and donations)? **No**  **Yes**

| Source of Cost Sharing **or Matching**  Funds | Index Code | Amount | Funds are guaranteed | Funds are anticipated |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |

1. Be submitted to a private agency, a corporation, or in the name of the SOU Foundation?

**No**  **Yes**

1. Include a waiver or reduction of SOU indirect costs?

**No**  **Yes  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. Involve a significant impact on SOU Computing Services?

**No**  **Yes**

1. Involve building modification?

**No**  **Yes**

1. Involve the use of human research subjects?

**No**  **Yes**

Approval of Institutional Review Board required. Refer to [**Compliance; Human & Animal Subjects**](http://sou.edu/irb/)

1. Involve the use of vertebrate animals?   
   **No**  **Yes**

Approval of Animal Care and Use Committee required.

1. Does the PI, PD or co-investigator(s) have any financial interests related to the project that could directly and significantly affect the design, conduct or reporting of funded activities?  
   **No**  **Yes**

**For office use:**

Date of submission: