|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Applicant Name** |  | **Today’s Date** | **Click here to enter a date.** | **Deadline Date** | **Click here to enter a date.** |
| **Title** |  |
| **Department** |  | **Phone** |  |
| **Title of Project** |  | **Amount Requested** (*please complete/attach* [*budget*](https://barnard.edu/sites/default/files/budget_template_02.2016.xls)) | $ |
| **Funding Agency** |  | **Funding Opportunity #/****Name** (*if applicable*) |  |
| **Project Start Date** | **Click here to enter a date.** | **Project End Date** | **Click here to enter a date.** |
| **Proposal Type** (*check one*) | If this is a collaborative or “other” proposal, please provide details below: *Note: the Fellowship Routing Form should be used for fellowship applications.*  |
| Preliminary Proposal (LOI) |[ ]   |
| New Proposal |[ ]   |
| Renewal |[ ]   |
| Collaborative/Other |[ ]   |
| **Does the proposal include subcontracts**? | Yes[ ]  | If yes, list all institution(s): | No [ ]  |
| **Is full indirect cost recovered?***(64.9% of salaries and wages as of 7/1/15)* |[ ]  Yes |
|  |[x]  No, sponsor guidelines limit indirect to (*enter percent and attach guidelines*): |
|  |[ ]  No, sponsor guidelines do not allow indirect costs *(attach guidelines)* |
| **Is cost share/match required?** | Yes [ ]  | Amount & approved account#:  | No [ ]  |
| **YES** | **NO** |  |
|[ ] [ ]  Is this a federal grant application? If so, please review the Financial Conflict of Interest (FCOI) [policy](http://barnard.edu/sites/default/files/financial_conflict_of_interest_policy_and_annual_disclosure_form_grant_draft_0.doc) and complete the [FCOI report form](http://barnard.edu/sites/default/files/barnard_college_financial_interest_report_for_federal_research_grants_1.doc). *Please attach completed form*. |
|[ ] [ ]  Does your project engage students or postdocs in research? If so, please acknowledge that you have viewed Barnard’s [Responsible Conduct of Research (RCR) Policy](http://barnard.edu/sites/default/files/rcr_policy.docx) and will comply with all relevant requirements.  |
|[ ] [ ]  Are you seeking PHS/NIH or NSF funding? If yes, please acknowledge that you have reviewed and will comply with Barnard’s policy on [Scientific Misconduct Allegations, Investigations and Reporting](http://barnard.edu/provost/institutional-policies/scientific-misconduct). |
|[ ] [ ]  Does the project involve human subjects? If yes, please contact the Barnard [IRB](http://barnard.edu/provost/research-professional-development/irb). |
|[ ] [ ]  Does the project involve animals? If yes, see information [here](http://barnard.edu/node/13047) about how to contact the Columbia IACUC. |
|[ ] [ ]  Will any of the research or training be conducted off campus? If yes, please indicate where:  |
|[ ] [ ]  Will you be purchasing services/goods > $500? If yes, please review Barnard’s [Guide to Contracting](http://barnard.edu/contract-management/guide). |
|[ ] [ ]  Are you conducting life sciences research? If yes, please review Barnard’s policy on [Dual Use Research of Concern](http://barnard.edu/sites/default/files/barnard_college_durc_policy.docx). |
| If you answer **YES** to any of the following questions, **please provide department chair approval via letter or e-mail**: |
|[ ] [ ]  Is additional equipment required for the project?  |
|[ ] [ ]  Will additional or renovated office space or facilities be required now or in the future? |
|[ ] [ ]  Is course release or leave requested? |
|[ ] [ ]  Will new or additional personnel be hired under this grant? |

*Please print, sign (electronic signature is sufficient) and submit via* *e-mail* *or hard copy to Sponsored Research with the project summary (full proposal draft, if available), budget and budget justification, as relevant, and FCOI form and chair approval.*

Principal Investigator Date

Director or Manager, Sponsored Research Date

Linda A. Bell Date

Provost and Dean of Faculty