



Grant Submission Approval Form

Proposal Type

Notice/Letter of Intent Sub-grantee	Pre-proposal Renewal/Continuation	New proposal Supplemental
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Instructions

All applicants must secure institutional approval before submission. EOU reserves the right to reject an award or withdraw an application made without approval. The PI/PD is responsible for completing this form and obtaining all required signatures before submitting the grant application to the agency.

Project and Funding Details

Principal Investigator / Project Director Name	
Co-PI / Co-PD Name	
Department	
PI Telephone & Email	
Project Title	
Project Period of Performance (from – to dates)	
Funding Agency	
CFDA Number (for Federal grants, sub-grants)	
Submission Deadline	
Total Grant Request Amount	

Grant Budget Summary

Grant Direct Expense Amount	
Indirect Cost Recovery	
Total Grant Request Amount	

Cost Sharing or Matching Funds (if applicable)

	Cash	In-kind	Total
EOU Cost Sharing or Matching Funds			
Partner Cost Sharing or Matching Funds			
Total Project Cost (Total Grant Amount + Cost Sharing/Matching Funds)			

Department and University Approvals

Certification: By signing this form, the reviewer certifies that the proposal is consistent with the mission of the department and the University and that they agree with the scope of work and project budget.

Reviewer	Signature	Date
Principal Investigator / Project Director		
Budget Authority		
Dean or Director		
Executive VP or Provost or President		
Grant Accountant		
VP of Finance & Administration		

Submission Instructions and Contacts

Please submit this completed and signed form, together with the grant application and budget, to Carrie Pollard in Inlow 220 at least two weeks before the grant submission deadline. **Questions/Submissions:** Carrie Pollard, 962-3856, cpollard@eou.edu. **Budget information on salary and fringe:** LeeAnn Case, 962-3515, lcase@eou.edu.