Notice of Intent to Submit a Grant Proposal

In order to track proposal activity and assure you receive assistance needed from the Office of Nursing Research and Scholarship (ONRS), please complete this form as soon as you identify a potential proposal for submission.

Email to Joanna Kentolall at jkentolall@health.fau.edu
Include a copy of the Funding Opportunity Announcement and Submission Requirements

Today's Date: ____/____/____ Due Date: ____/____/____ RFA or PA #:_____

Principal Investigator (PI): _____ Co-Investigator (Co-I): _____

Funding Agency: _____ Funding Mechanism (eg:HRSA,R01,R21) :_____

Type of Grant Proposal: ☐New ☐Revision ☐Education ☐Research ☐Other

- Use this form to notify ONRS of your intent to submit any information to a funding agency, including letters of intent (specify with or without a requested budget).
- Any proposals with budgets of $100,000 or more in Direct Costs in any year must undergo a Mock Review, except under certain circumstances as reviewed and approved by the Associate Dean for Research and Scholarship.
- Due to FAU Division of Research policies, all proposals should be submitted electronically to the FAU Office of Sponsored Programs (OSP) five (5) business days before the sponsor's deadline. The ONRS must receive the finalized proposal in time to prepare those documents for the FAU OSP.
- A detailed timeline will be provided to you that includes the process and deadlines. Reducing the number of days that the ONRS has to assist you will limit the services that can be provided. It is in your best interests to notify ONRS as soon as possible.

_____ / / ___ _____ / / ___

Faculty Signature Date Associate Dean Research & Scholarship Date

cc: Associate Dean for Research and Scholarship