

**Lake Forest College
Grant Proposal Approval Form**

Date: _____

PI Name: _____ Extension: _____

Proposal Deadline: _____ Mail/Electronic: _____

Sponsoring Agency: _____

Title of Proposal: _____

Amount Requested: _____ New/Renewal: _____

Indirect Costs or Administrative Fees: YES / NO Amount: _____

Matching Funds: YES / NO Institutional: _____ Fundraising: _____

If matching funds are required, attach a description of the nature, source, account number (if applicable), and amount of funding.

YES NO

___ ___ Is there a requirement for additional office or laboratory space? If YES, attach a description of how such arrangements will be accommodated.

___ ___ Is there an obligation of continuing support from Lake Forest College after the grant period? If YES, attach a description of how such support will be provided.

___ ___ Is your completed FCOI Disclosure form attached?

___ ___ Does the project involve the use of human subjects? If YES, attach a copy of the Human Subjects Review Committee approval or a statement certifying that the research is Exempt.

___ ___ Does the project involve the use of non-human vertebrate animals? If YES, attach a copy of the IACUC approval or a statement certifying that the research is exempt or approved.

___ ___ Does the project include a request for a reduced teaching load or leave during the academic year?

___ ___ Does the project require the creation of new faculty or administrative positions?

___ ___ Does the project include a request for the purchase of equipment? If YES, attach a description of the type of training and/or maintenance required, and the source of funding for training and/or maintenance to be provided.

- ___ ___ Does the project contain potentially patentable ideas?
- ___ ___ Will subcontractors or consultants be used?
- ___ ___ Does the project include any unusual hazards not already mentioned? If YES,
attach a description.
- ___ ___ Are the most recent version of the project narrative and summary attached?
(note: draft narrative and summary need only be sufficiently complete to ensure
that persons reviewing the approval form understand what you are proposing)
- ___ ___ Are the draft budget and budget justification narrative attached?
- ___ ___ Is a copy of the official Cover Page attached?
- ___ ___ Have you attached copies of all application forms (if any) requiring official signature?

Signature Page

Signature, Principal Investigator

_____ Date: _____
By signing above, I certify that (1) the proposed project is consistent with the policies of Lake Forest College and conforms to federal and state guidelines and statutes; (2) there exists no conflict of interest; (3) I am familiar with the definitions of proper and improper scholarly conduct and agree to adhere strictly to the guidelines for scholarly conduct; (4) the statements in the proposal, with the exception of hypotheses and opinions, in this form, and in all of the attachments are true and complete; (5) the text, graphics, and any accompaniments, unless otherwise indicated, are the original work of faculty and staff who are developing this proposal; (6) I agree to accept responsibility for the proper conduct of the project; and (7) I agree to submit required progress and final reports.

Signature, Department Chair

_____ Date: _____
By signing above, I certify that I have read the proposal, am aware of its implications for the Department, and will support the project to the degree (if any) stated.

Signature, Director of Grants and Sponsored Research

_____ Date: _____
By signing above, I approve this proposal for submission.

Signature, Controller & Associate Vice President for Planning

_____ Date: _____
By signing above, I approve this proposal for submission.

Signature, Provost and Dean of the Faculty

_____ Date: _____
By signing above, I approve this proposal for submission.