

## Grant proposal process checklist

Title of Grant Proposal: \_\_\_\_\_

Name of Granting Agency: \_\_\_\_\_

Name of Principal Investigator: \_\_\_\_\_

Department/Unit: \_\_\_\_\_

Names of Co-Investigators: \_\_\_\_\_

Co-investigators Department/Unit: \_\_\_\_\_

### **Notice of Intent to apply (NOI):**

<http://www.ferris.edu/htmls/administration/academicaffairs/vpoffice/grants/forms>

Completed and mailed to Gretchen Spedowske, CSS 310: \_\_\_\_\_

**REMINDER:** Grants must be submitted to Gretchen Spedowske (CSS 310) **one week** prior to due date. Budget items can be submitted to Karen Thompson for review prior to grant due date.

### **Grant Approval form:**

<http://www.ferris.edu/htmls/administration/academicaffairs/vpoffice/grants/forms>

Budget sent to Karen Thompson for review: \_\_\_\_\_

Signed by Department Head/Chair, Dean: \_\_\_\_\_

Mailed to Gretchen Spedowske, CSS 310 for VPAA approval: \_\_\_\_\_

**Grand submitted:** \_\_\_\_\_