

John Carroll University

Office of Sponsored Research

Internal Approval Form

for sponsored projects

Submit this form with a copy of the proposal narrative, a detailed budget, and budget justification.

GENERAL INFORMATION:	
Project Director/ Principal Investigator:	Department:
Project Title:	
Funder:	Funder Program:
Method of Submittal:	Deadline:

COLLABORATORS:	
Do you have collaborators from other departments?	<input type="checkbox"/> YES <input type="checkbox"/> NO
<i>If so, list collaborators and departments. Complete the Collaborator Approval Form for each collaborator.</i>	
Do you have collaborators from other institutions?	<input type="checkbox"/> YES <input type="checkbox"/> NO
<i>If so, list collaborators and institutions.</i>	
Is John Carroll the fiscal agent?	<input type="checkbox"/> YES <input type="checkbox"/> NO
<i>If not, list the fiscal agent.</i>	

BUDGET INFORMATION:		
Project Dates: FROM	TO	No. of Years:
Direct Costs: \$	Indirect Costs: \$	Total: \$
Cash Match: \$	Source of Match:	
In-kind Match: <input type="checkbox"/> YES <input type="checkbox"/> NO	Course Release: <input type="checkbox"/> YES <input type="checkbox"/> NO	
Budget Details:		
<i>List details of in-kind match, course release, and matching funds.</i>		

SPECIAL CONDITIONS: Check all that apply.		
<input type="checkbox"/> Animal Research	<input type="checkbox"/> Additional space	<input type="checkbox"/> Obligations after funding period
<input type="checkbox"/> Human Subjects	<input type="checkbox"/> New Hires	<input type="checkbox"/> Intellectual property/copyright concerns
<input type="checkbox"/> Other:		
List details for any special conditions.		

PI/PD ASSURANCE:
I certify that the information on this form and in the proposal is true and accurate to the best of my knowledge. If funded, I will comply with John Carroll and agency policies in the management of the award.
Signature / Date

APPROVAL OF PROJECT AND BUDGET:		
I approve the submission of the attached proposal and budget.		
Department Chair:		Date:
Dean:		Date:
AAVP:		Date: