

**External Funding Proposal Initiation**

The purpose of this form is to alert the Department Chair and Associate Dean LaVoie that this proposal is being prepared for approval, and to confirm that the required resources are available before the proposal is fully developed. The form should be emailed to the Department Chair and Associate Dean LaVoie (lavoiedj@slu.edu) as the proposal aims, objectives, and collaborations are finalized, and the investigators begin other entries in the eRS system. As a guide, this form should be submitted by email to the Department Chair and Associate Dean 1 week before the eRS submission deadline, and should be the first document loaded in eRS as an Attachment. If you have questions about completing this form, please contact Cathy ([zimmercm@slu.edu](mailto:zimmercm@slu.edu)) or Delia (kingd@slu.edu).

**Current Date:**

**Proposal due date:**

**Funding agency:**

**Proposal Title:**

**Proposal Start Date: Proposal End Date:**

**Principal Investigator and Department/Program:**

**List any other investigators and their affiliation (including A&S faculty, other SLU faculty, other external faculty):**

**Summarize the aims and objectives of the proposal (<400 words):**

**If this is a collaborative proposal with others outside the College, then briefly identify their relation to the proposal aims, objectives, and role in the project ( <400 words):**

**BUDGET OVERVIEW AND RESOURCES INCLUDED IN THE PROPOSAL**

**A&S Principal Investigator:**

|  |  |
| --- | --- |
| **Total Proposed Budget ($)** |  |
| **Indirect Costs Percentage (%)** |  |
| **Indirect Costs ($)** |  |
| **Budget Details Overview:** |  |
| **Investigators Salary – Academic Year\*** |  |
| **Investigators Salary – Summer\*** |  |
| **Post Docs (#)\*** |  |
| **Graduate Assistants (#)** |  |
| **Tuition Scholarship in Proposal** |  |
| **Other Personnel Expenses (please describe)\*** |  |
| **General Expenses (total)** |  |

**\*Include fringe benefit costs in the salary figure**

**OTHER REQUIRED RESOURCES FROM THE DEPARTMENT/COLLEGE**

**Tuition Scholarship (number of hours): NOTE: Request for College of Arts and**

**Sciences Sponsored Programs Tuition Scholarship must be submitted.**

**Space (please describe how you plan to use existing space to meet the needs of this project):**

**Equipment (please describe how you plan to use existing equipment to meet the needs of this project):**

**Other contributions (please describe):**

**What will you require in terms of faculty release time? Please be as specific as possible.**