

**MICHIGAN STATE UNIVERSITY
COLLEGE OF NURSING**

Faculty Notice of Intent to Submit a Grant Proposal

(As PI or Co-I on another unit's application)

In order to accurately reflect the CON's proposal activity and to assure that you receive the assistance needed from the CON Research Center, please complete this form as soon as you have identified a potential proposal submission date.)

Submit completed form to: Nursing Research Administrator

Today's Date: Due Date: RFA or PA#:

Primary MSU Unit: Nursing Other

Principal Investigator: CON Co-Investigator(s):

Anticipated Funding Agency: *(if corporate/foundation, request clearance)*

Funding Mechanism (R21, R01, HRSA, CTSI, IRPG, etc.)

Is it a subcontract? No Yes, If yes, prime sponsor:

Type of Grant Proposal: New Revision/Resubmit Supplement

Primary Nature: Service Education Research Clinical Trials Other

Is cost sharing requested? No Yes *(If yes, discuss with the appropriate Associate Dean)*

Estimated Proposal Timeline		
	Research	Education
Distribute for internal review	12 weeks prior to due date	6 weeks prior to due date
Start budget	11 weeks prior to due date	5 weeks prior to due date
Receive internal review feedback	10 weeks prior to due date	4 weeks prior to due date
Distribute for external review	8 weeks prior to due date	n/a
Update budget; contact subcontracts	7 weeks prior to due date	n/a
Receive external review feedback	6 weeks prior to due date	n/a
Finalize subcontract budgets (request final documents)	5 weeks prior to due date	5 weeks prior to due date
Submit to editor	4 weeks prior to due date	4 weeks prior to due date
Finalize budget and justification	3 weeks prior to due date	3 weeks prior to due date
Finalize application (e.g. proposal, abstract narrative, human subjects, target enrollment table, and data safety plan)	2 weeks prior to due date	2 weeks prior to due date
Submit to NRC for processing	2 weeks prior to due date	2 weeks prior to due date
Submit to OSP	1 week prior to due date	1 week prior to due date

Please Attach the following:

- Submission Requirements and Guidelines for Potential Funding Agency (unless NIH or HRSA)
- Abstract/concept paper is attached

cc: Associate Dean for Academic Affairs (if non-research)
Associate Dean for Support Services (if non-research)