

## California State University, Fullerton Sponsored Project Internal Routing Form

OGC

**Project #** (Parent # ) To avoid PDF errors, please do not use the "Preview" program on a Mac computer to fill out the form.

**1. Investigator(s) Information** (List all CSUF key personnel involved in the project & specify the semester or semesters in which the time requested will be provided (i.e. Spring '24), the type of time requested, and the percentage of time or the number of units of released/reassigned time being requested). **Please complete page 4 for additional key personnel.**

**CERTIFICATIONS**

**Principal investigator (PI) and each key personnel listed below certify that they:** **1)** have read and agree to the requirements of the program opportunity; **2)** agree to be bound by the terms and conditions of the external grant or contract which supports this proposed activity; **3)** agree to comply with applicable University's research policies, including but not limited to UPS 630.000 (scientific misconduct), UPS 620.000 (human participants), and UPS 610.000 (conflict of interest); **4)** are aware of the federal regulations regarding *Lobbying and Drug-Free Workplace* and will comply as necessary; **5)** have provided prior knowledge to their Chair and Dean/unit administrator about their intent to submit this proposal.

**PI and key personnel listed below certify that they are not currently debarred or suspended from receiving federal or state assistance and that they are not delinquent in repaying debts to the federal government.**

**PI certifies** that PI will have a plan to provide appropriate training and oversight in the responsible and ethical conduct of research to undergraduates, graduate students, and postdoctoral researchers who will be supported to conduct research, as required by the solicitation, Sponsor guidelines, current federal, state, or other regulations, and/or as specified by the award agreement. PI acknowledges that while training plans may not be required to be included in the proposal submission, such plans will be subject to review upon request by the university.

Role	Last Name, First Name	Department	College	Please identify total time below, including any cost-match of effort (Total faculty additional pay for any given academic year is 25% maximum)	
Principal Investigator				<input type="checkbox"/> Released/Reassigned Time:	<input type="checkbox"/> Overload Time:
				<input type="checkbox"/> Non-Academic:	<input type="checkbox"/> No Salary Charge
					<input type="checkbox"/> Cost Match: Release Time:
					<input type="checkbox"/> Cost Match: Non-Academic:
				<input type="checkbox"/> Released/Reassigned Time:	<input type="checkbox"/> Overload Time:
				<input type="checkbox"/> Non-Academic:	<input type="checkbox"/> No Salary Charge
					<input type="checkbox"/> Cost Match: Release Time:
					<input type="checkbox"/> Cost Match: Non-Academic:
				<input type="checkbox"/> Released/Reassigned Time:	<input type="checkbox"/> Overload Time:
				<input type="checkbox"/> Non-Academic:	<input type="checkbox"/> No Salary Charge
					<input type="checkbox"/> Cost Match: Release Time:
					<input type="checkbox"/> Cost Match: Non-Academic:

**2. Sponsor Name:** **Sponsor Institute/Division:**

**Program Name:**

**Funding Opportunity #:** **CFDA# (if applicable):**

**3. Project Title:**

**4. Funding Source:**

Federal Federal Flow-Through/Prime: \_\_\_\_\_ Non-Profit/Foundation Private/Business for Profit  
 State of CA  State of CA Flow-Through/Prime: \_\_\_\_\_ Foreign Source  
 LOCAL: check box if sponsor is any U.S. university, school district, community college, or any U.S. city, county, or state (other than State of CA)

**5. Anticipated Award Mechanism:**

Grant  Contract, Bilateral Agreement  Cooperative Agreement  Subcontract/Prime Sponsor: \_\_\_\_\_

<b>6. Type of Application:</b> (please select from dropdown menu)	<b>7. Project Type:</b> (select only ONE from dropdown menu)
please select Indicate the type of proposal or project that is being submitted for review.	please select <input type="checkbox"/> Other:

**8. Sponsor Deadline:**

Postmark Date: \_\_\_\_\_  Target Date: \_\_\_\_\_  
 Receipt Date: \_\_\_\_\_  Electronic Submission Date/Time: \_\_\_\_\_ / \_\_\_\_\_

**9. Facilities & Administrative Costs/Indirect Costs (F&A/IDC) and Location:**

**Rate Applied:** please select  
If "Other", please indicate rate: \_\_\_\_\_%

**F&A/IDC Base:** N/A If "Other" Base: \_\_\_\_\_

Will your project conduct off-campus or off-site research, defined as data/information/samples being collected off-campus or off-site, such as fieldwork and research activities on vessels and aircraft?  Yes  No

If yes, please provide the location(s) (city, state/country): \_\_\_\_\_





**Additional Investigator(s) Information** (List all CSUF key personnel involved in the project & specify the semester or semesters in which the time requested will be provided (i.e. Spring '23), the type of time requested, and the percentage of time or the number of units of released/reassigned time being requested).

**CERTIFICATIONS:**

**Each key personnel listed below certify that they:**

**1)** have read and agree to the requirements of the program opportunity; **2)** agree to be bound by the terms and conditions of the external grant or contract which supports this proposed activity; **3)** agree to comply with applicable University's research policies, including but not limited to UPS 630.000 (scientific misconduct), UPS 620.000 (human participants), and UPS 610.000 (conflict of interest); **4)** are aware of the federal regulations regarding Lobbying and Drug-Free Workplace and will comply as necessary; **5)** have provided prior knowledge to their Chair and Dean/unit administrator about their intent to submit this proposal.

**Each Key Personnel below certify that they are not currently debarred or suspended from receiving federal or state assistance and that they are not delinquent in repaying debts to the federal government.**

Role	Last Name First Name	Department	College	Please identify total time below, including any cost-match of effort	
				<input type="checkbox"/> Released/Reassigned Time:  <input type="checkbox"/> Non-Academic:	<input type="checkbox"/> Overload Time: <input type="checkbox"/> No Salary Charge <input type="checkbox"/> Cost Match: Release Time: <input type="checkbox"/> Cost Match: Non-Academic:
				<input type="checkbox"/> Released/Reassigned Time:  <input type="checkbox"/> Non-Academic:	<input type="checkbox"/> Overload Time: <input type="checkbox"/> No Salary Charge <input type="checkbox"/> Cost Match: Release Time: <input type="checkbox"/> Cost Match: Non-Academic:
				<input type="checkbox"/> Released/Reassigned Time:  <input type="checkbox"/> Non-Academic:	<input type="checkbox"/> Overload Time: <input type="checkbox"/> No Salary Charge <input type="checkbox"/> Cost Match: Release Time: <input type="checkbox"/> Cost Match: Non-Academic:
				<input type="checkbox"/> Released/Reassigned Time:  <input type="checkbox"/> Non-Academic:	<input type="checkbox"/> Overload Time: <input type="checkbox"/> No Salary Charge <input type="checkbox"/> Cost Match: Release Time: <input type="checkbox"/> Cost Match: Non-Academic:

Subcontract(s) Information		
Name	Institution/Entity	Role

<sup>1</sup> For proposals to NSF, PHS (e.g., NIH), USDA or other applicable federal agency: PIs/co-PIs must complete the **Financial Conflict of Interest (FCOI) Form**.

PIs requesting funding from non-profits and other non-public organizations must file a California **Form 700-U** form.

Please see policies and guidelines at [http://www.fullerton.edu/doresearch/resource\\_library/policies\\_and\\_guidelines.php](http://www.fullerton.edu/doresearch/resource_library/policies_and_guidelines.php)

<sup>2</sup> Per ASC and university policy, voluntary, committed, cost-share is not allowed. Please consult with the Office of Grants and Contracts for details and clarifications.

<sup>3</sup> If the source of cost-share is the CSUF, commitment should be made by the person authorized to approve expenditures against the CSUF account. If cost-share is from a Third Party, a written commitment from that party is needed prior to proposal submission