



## **NOTICE OF INTENT TO SUBMIT**

### **Office of Sponsored Programs (OSP)**

To the author: The Notice of Intent to Submit a proposal must be submitted to the Office of Sponsored Programs no later than **15 business days** before the Proposal **due date to the funder**. Please attach a copy of your RFP

**Principal Investigator :** \_\_\_\_\_

**Other PI'S :** \_\_\_\_\_

**Telephone Number :** \_\_\_\_\_

**College / Administrative Unit:** \_\_\_\_\_

**PI Email:** \_\_\_\_\_

**Funding Agency / Organization :** \_\_\_\_\_

**CFDA# (If applicable):** \_\_\_\_\_

**Program/Solicitation #:** \_\_\_\_\_

**Program Title:** \_\_\_\_\_

**Institution limited to one proposal:** \_\_\_\_\_ YES \_\_\_\_\_ NO

**Submission Deadline :** \_\_\_\_\_

**Amount Requested:** \_\_\_\_\_

**Indirect Costs to be captured:** \_\_\_\_\_  
(The IDC Rate is 36% (on-campus) unless otherwise stated by the Funder in writing)

**Amount of Cost Share** \_\_\_\_\_

**Type of Cost Share (Cash match or In-kind)** \_\_\_\_\_

**Is this a Sub-award Agreement:** \_\_\_\_\_ YES \_\_\_\_\_ NO

**I will provide the OSP with the final proposal for review on Date :** \_\_\_\_\_

**All proposals are due to the OSP at least 10 business days before the due date to the funder. Any proposals submitted after this time frame may not be approved for submission.**