

## Routing Form for Grant Approval

### Vincennes University

**Directions:** The Principal Investigator (PI) or Project Director (PD) must complete the form and obtain the required administrative signatures. If the grant requires electronic submission, the PI/PD is to provide the Grant Office with the completed application within five business days of the deadline to allow for submission. If the grant is being submitted directly by the PI/PD, he/she is to submit the complete grant application (including budget and all attachments) to the grant office at or prior to the deadline for institutional archival.

#### Principal Investigator/Project Director Contact Information:

Project Director Name:  Office Phone:   
 Division:  Department:

#### Application Data:

New:  Award:  Type of Funding Agency:   
 Renewal:  Contract:  CFDA# (if applicable):   
 Revision:  Subgrant:  Application Due Date:

#### Budget, Synopsis, and Certifications:

Personnel:   
 Fringes:   
 Travel:   
 Equipment:   
 Supplies:   
 Contractual:   
 Construction:   
 Other:   
**Sub-Total:**   
**Indirect Costs:**   
**Total Request:**   
**Matching:**

Project Title and Brief Synopsis:

Cost sharing or matching is required as condition of award:  Yes  No  
 The proposal requires electronic submission (Grants.gov, Fastlane, etc.):  Yes  No  
 The proposal requires or includes faculty release time:  Yes  No  
 The proposal requires a signature from the Trustees, President, or Provost:  Yes  No  
 The proposal contains content that may be patented, copywritten, or trademarked:  Yes  No  
 The proposal contains funds appropriated as a subgrant for another agency:  Yes  No  
 The Internal Reviewer (IR) has determined human subject compliance status:  Yes  No

#### Administrative Approval:

\_\_\_\_\_  
Signature of PI/PD

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Division Dean or Assistant Provost

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Executive Administrator

\_\_\_\_\_  
Date