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| **Proposal Intake Form** |
|  |  |  |  |
|  | Today's Date: |  |
| **General Information** |  |  |
| Principal Investigator: |  |  |
| Proposal Title: |  |  |
| Sponsor Agency: |  |  |
| Solicitation/RFP:  |  |  |
| Due Date:  |  |  |
| **Budget Information**  |  |
| Total Budget:  |  | Award Length:  |  |
| KGI Direct:  |  | Start Date:  |  |
| KGI Indirect:  |  | End Date:  |  |
|  |  |  |
| KGI PI | Percent effort or overload/release | Role |
|  |  |  |
| **Faculty Personnel** |  |  |
| Name | Percent effort or overload/release | Role |
|  |  |  |
|  |  |  |
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|  |  |  |
|  |  |  |
| **Other KGI Personnel (enter name or TBD):**  |
| Name | Percent effort | Role |
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| **Performance Sites / Subcontracts / External Consultants and Collaborators** |
| **Is KGI:** [ ] Primary | [ ] Subcontractor  |
| **If KGI is primary, any subs or consultants:** |  |
| [ ] Yes  |  |
| [ ] No  |  |
| **If KGI is primary, who is sub/consultants:** |  |
| **If KGI is sub/consultant, who is primary:** |  |
| **Conflicts of Interest received:**  | **Does any investigator have a conflict:**  |
| [ ] Yes  | [ ] Yes  |
| [ ] No  | [ ] No  |
| **Does the project use animals?**  | **Is work BSL1/procedures with hazards:**  |
| [ ] Yes  | [ ] Yes  |
| [ ] No  | [ ] No  |
| **Additional equipment required:**  | **Additional space/renovations needed:** |
| [ ] Yes  | [ ] Yes  |
| [ ] No  | [ ] No  |
| **Is there intellectual property potential:**  | **Does research use human subjects:**  |
| [ ] Yes  | [ ] Yes  |  |
| [ ] No  | [ ] No  |  |
| **Allowable Indirect Cost Rate applied:**  | **Does the proposed budget include cost-sharing:**  |
| [ ] Yes  | [ ] Yes  |  |
| [ ] No: If NO, what is the IDC rate: |  | [ ] No  |
| **Acknowledgment / Approval:** |  |
| By signing, the KGI PI acknowledges and certifies: (1) that the information submitted within the application is true, complete and accurate to the best of the PI’s knowledge; (2) that any false, fictitious, or fraudulent statements or claims may subject the PI to criminal, civil, or administrative penalties; and (3) that the PI agrees to accept responsibility for the scientific conduct of the project and to provide the required progress reports if a grant is awarded as a result of the application. |
| [ ] Yes  |  |  |
| [ ] No  |  |  |
| **Signatures:** |
| KGI Contact PI  |  |
| Director, ORSP  |  |
| Dean of School  |  |