



Grant Proposal Planning Form

Step 1. Complete before beginning substantial work on a grant or sponsored program request.

SECTION 1.

Proposal Due Date:	PI (Name): (Title):
Funder:	Division/College:
Previous Lander University History ☐ Yes ☐ No Explain:	Department:

SECTION 2. PROJECT SUMMARY

Anticipated Amount of Funding:	Are indirect costs allowed: ☐ Yes ☐ No Agency Standard Rate Lander's Rate
Matching Funds Required: ☐ Yes ☐ No How much (\$ or %):	Source of Matching Funds (If required):
Anticipated Start Date: Anticipated End Date:	Project sustainability expected beyond the grant's end date? ☐ Yes ☐ No
Brief Description of Project Concept, Objectives, and Activities:	
Alignment to Lander University's Mission, Priorities, or Strategic Plan:	
Please detail any future budget impacts to be considered for sustainability (i.e. Faculty/Staff Salaries & Fringe, Space, Workload, etc.):	

SECTION 3. COMPLIANCE

Human Subjects Involved? ☐ Yes ☐ No	Environmental Impact? ☐ Yes ☐ No
Animal Subjects Involved? ☐ Yes ☐ No	Other Compliance Issues:

If yes to any of the above, the Institutional Review Board (IRB) must approve.

SECTION 4. AUTHORIZED SIGNATURES

P.I.:	Date:
Dean/Supervisor:	Date:
Sponsored Programs Office (SPO):	Date:
Provost:	Date:
VP of Finance:	Date: