

PI:	<input type="text"/>	Sponsor:	<input type="text"/>	Prime Sponsor:	<input type="text"/>
Sponsor Award#:	<input type="text"/>	Requested By:	<input type="text"/>		
Department Contact:	<input type="text"/>	Phone:	<input type="text"/>		
Project Title:	<input type="text"/>			Date Requested :	<input type="text"/>

**New Award / New Coeus Proposal needed:**

**Instructions:** Provide the Coeus Proposal Development # in the box. Please indicate if the items listed can be found in Coeus, Attached, or in SRS. If the information is embedded in a lengthy document, please also provide a page number or page range in the email.

**Required Documentation**

Coeus Proposal Development #:	<b>Mandatory Documents*</b>			
<input type="text"/>	Coeus	Attached	SRS	N/A
Compliance Review Form *	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Full proposal submitted to the sponsor*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Internal docs such as budget, justification, SOW, protocol numbers if not included in Coeus & applicable correspondence (PDF format)*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Proposal Review Sheet *	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Initial and Final budget(s) submitted to sponsor (If not part of the full proposal)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sponsor's policy of reduced F&A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RFP, RFQ or other program info	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Award, if not already submitted to SRS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prime award if UC is a lower tier recipient	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subawards documents if applicable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Internal authorizations, i.e. F&A waiver or Off-Campus verification forms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cost Share documentation if applicable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any post proposal materials submitted to the sponsor (JIT)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Modification:**

Covered by original proposal:  Yes  No \*If no, complete the section above for the new proposal. Also, please make sure that effort for the PI is maintained for this modification per UC effort policy.

**Sponsor Contact Information**

When the award requires negotiation by SRS, please provide the Sponsor's Contact Information (Person authorized to negotiate Terms and Conditions):

Name:	<input type="text"/>
Phone Number:	<input type="text"/>
E-mail Address:	<input type="text"/>

**SRS Award Review:** This section to be completed by SRS staff

LOG account set-up date:  OAR check date:  Coeus Award #:

Notes: 

Bilateral  Unilateral  NCE

SRS GA Name