

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 #:	Mandatory Documents*			
<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