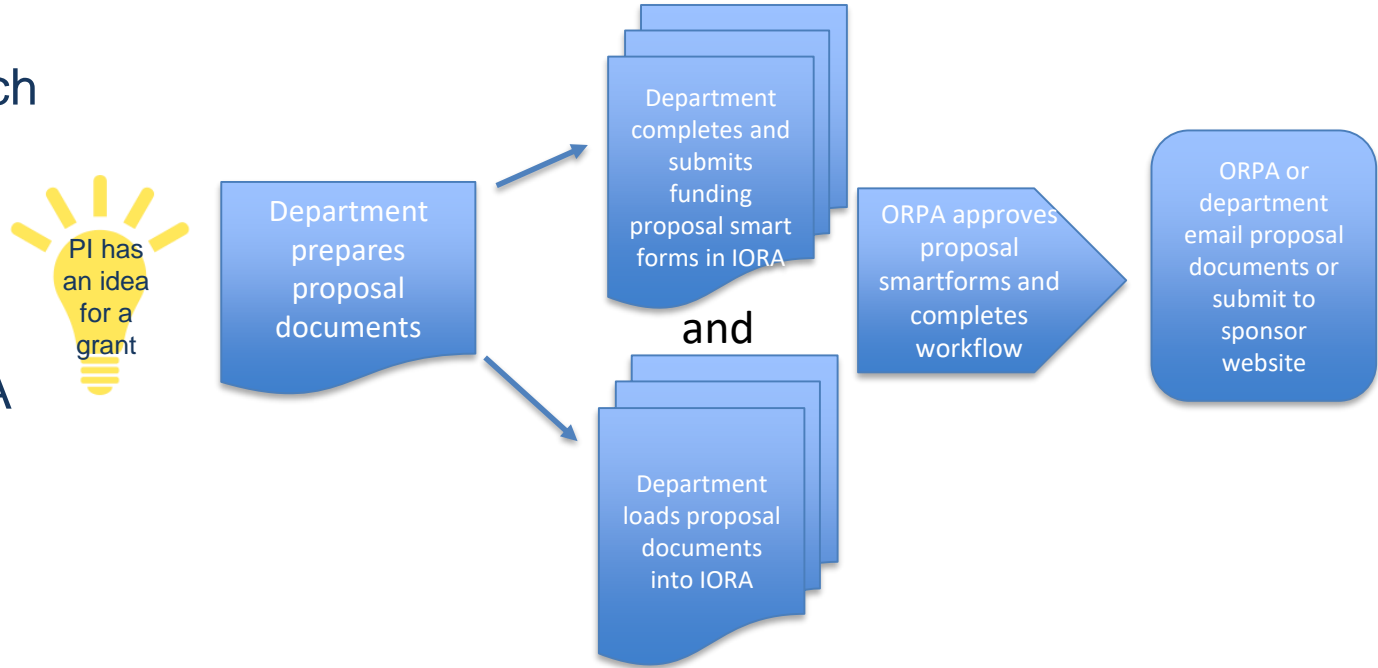


Types of Funding Proposals:

Submission is via email or non-standard system (subawards, small foundation)

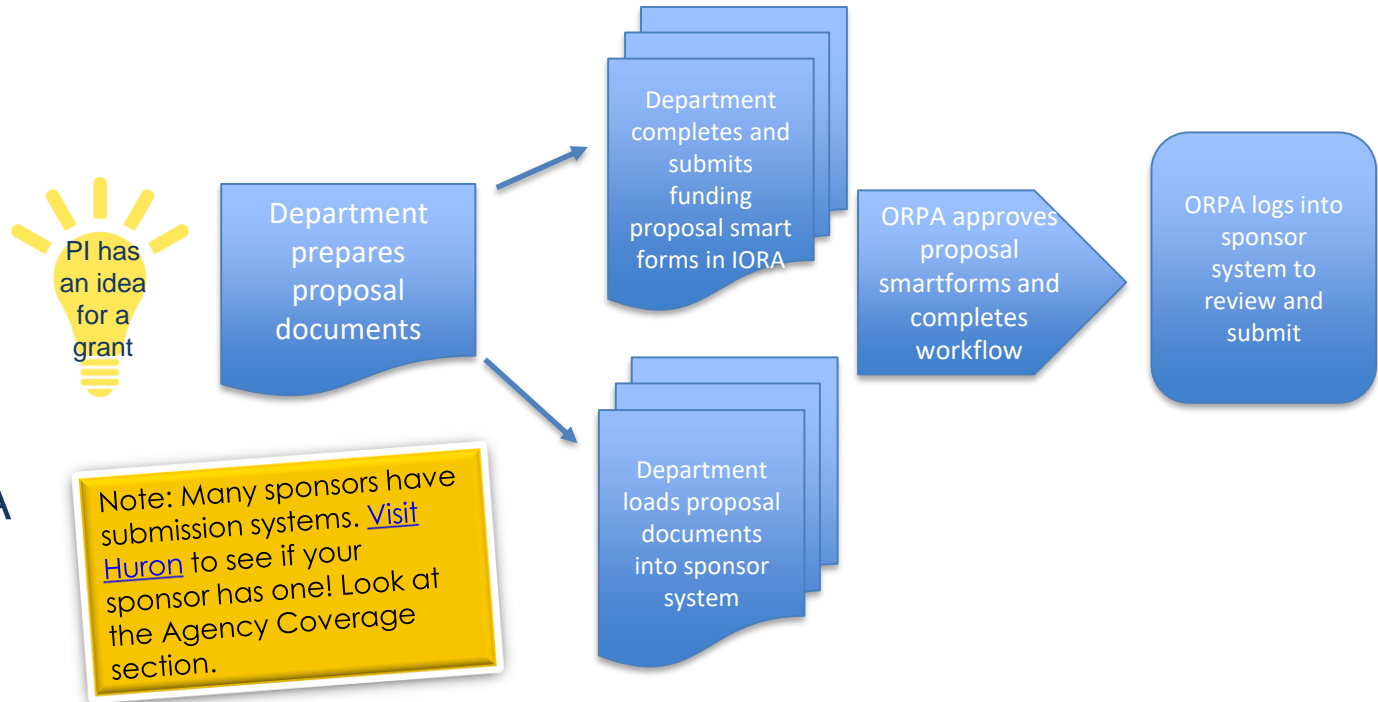
If there is no third party repository such as ASSIST, AHA, etc., all proposal documents should be included with smartforms in IORA Grants for review, storage and reporting purposes.



Types of Funding Proposals:

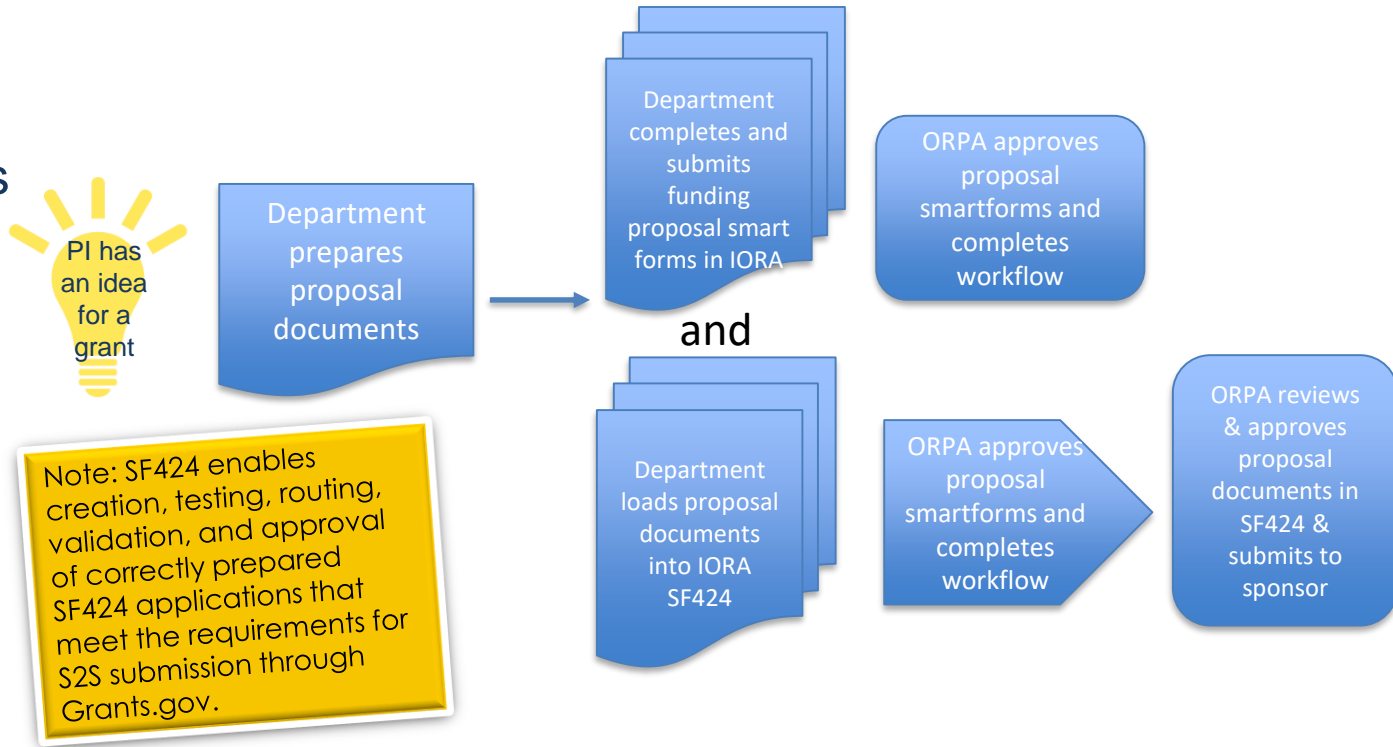
Submission is via sponsor system (NIH ASSIST, NSF, AHA, Proposal Central, etc.)

If the sponsor has a submission system, some proposal documents (such as the budget justification) should be included with smartforms in IORA Grants for review and reporting purposes.



Types of Funding Proposals: Submission is via IORA System-to-System (S2S) Using SF424

If using SF424, all proposal documents should be included with smartforms in IORA Grants **and** IORA SF424 for review, storage and reporting purposes.



Workflow: Approval Process



- Departmental approval is required in IORA (could be cost center chief, division chief or center director)
- Separate PI certification is also required in IORA
- Approvers will receive emails from IORA requesting review and action

What if there is only one level of approval in a department? It is not a requirement to have two levels of approval so the Department Chairs approval will be sufficient unless there is an ancillary review needed (for animal, human, cost share, etc.)

What if the PI is also the Department Chair? The PI can approve their own proposal, but an additional ancillary review with the Dean's Office is also required.

What if there are multiple divisional levels within a department? The Level 1 approver could be the cost center chief, division chief, or center director. Level 2 would then be the Department Chair.

Note: Though not required, assigning an **alternate approver** in IORA is recommended in case the primary approver is not available.

PRINCIPAL INVESTIGATORS' CERTIFICATION

In signing below the Principal Investigator(s) (PIs) certify that the above is accurate and complete to the best of the PI(s) knowledge. This certification must also include signatures of all investigators in Section A (page 3 of this form). The PI certifies that the PI(s) and all investigators (supplemental material) is compliant with sponsor requirements. In addition, the PI(s) understand that a made in the accompanying submission may subject the PI(s) personally to criminal, civil, or administrative responsibility for the scientific conduct of the project and to provide the required progress reports if a grant is funded.

Principal Investigator(s): _____

REQUIRED SIGNATURES: (PLEASE SEE PAGE 2 FOR ADDITIONAL SIGNATURES WHICH MAY BE REQUIRED)

Dept Chair: _____	Date: _____	Cost Center Chief: _____	Date: _____
		Director of Medical Center	
Dean: _____	Date: _____	Space Planning: _____	Date: _____
		(required for Medical Center if "Yes" has been checked on consideration 2 above)	

Approvals are similar to the current paper sign off form