



University of Maryland  
CENTER FOR ENVIRONMENTAL SCIENCE



# Proposal Summary Example

# Proposal Summary

Number provided by lab business office - Note: this may have specific format for some sponsors for Grants.gov submissions.

**Proposal Number** AL2011-999NSF **Proposal Status:** Incomplete

**Sponsor Deadline** 01/01/2012 **Submission Method:** Electronic

**Submission Date** CA/ORAA Use **Submitted By:** CA/ORAA Use

### Submission Type:

- Pre-application
- Application
- Changed/Corrected

## INVESTIGATOR DATA

### PROJECT DIRECTOR / PRINCIPAL INVESTIGATOR CONTACT INFORMATION

Prefix: [ ] \* First Name: John Middle Name: [ ] \* Last Name: Doe Suffix: [ ]

Position/Title: Professor Organization: University of Maryland Center for Environmental S

Department: Appalachian Laboratory Division: [ ]

Street1: 301 Braddock Road Street2: [ ]

City: Frostburg County: Allegany

State: Maryland Zip Code: 21532

Country: United States of America Employee ID: [ ]

Phone: 301-689-7100

Fax: 301-689-7200

Email: jdoe@xxx.xxxx.xxx

First Budget Period Effort

Calendar Academic Summer

1.00 [★]

Fields for Investigator Data are Auto-Filled from "Profile" (if complete). These can be edited if necessary - it is best to update your profile and re-auto fill to stay consistent.

Red star - Means you have over typed in a field that can be auto-filled. - It is shown as an alert for ORAA but does not indicate a problem.

Status of PI: Permanent PI Status Status Waiver Required?  Yes  No

Signed Intellectual Property Waiver Attached?  Yes  No

Signed Conflict of Interest Disclosure Attached?  Yes  No

Agency Certification Documentation Attached?  Yes  No

Cost Sharing Authorization Form Attached?  Yes  No

All attachments should be uploaded to the [Document Upload Area](#)

Answer each question; If YES attach supporting documentation

## SPONSOR DATA

Agency: NSF

Proposal Type: Leave Blank

Sponsor Mechanism: i.e., Fastlane, NSPIRES, Email, etc.

Sponsor Type: Leave Blank

Sponsor: [Select Sponsor]

Code: Leave Blank

Name: Leave Blank

SubDivision 1: Leave Blank

SubDivision 2: Leave Blank

This is the federal, state or private sponsor where funds originate.

These may be used to provide additional information for agency sub department such as GSFC for NASA, NCBO for NOAA -it is not required.

## PROJECT DATA

Title of Project:

Title: Example Proposal for Cayuse Training

Is This a Subcontract?  Yes  No

If Yes, who is prime? [ ]

If YES, and UMCES is a sub to another institution, enter the Prime Institution.

Provide answers for all three areas.

Type of Proposal:	Kind of Application:	Type of Project:
<input checked="" type="radio"/> Grant <input type="radio"/> Contract <input type="radio"/> Fellowship <input type="radio"/> Cooperative Agreement <input type="radio"/> Other <input type="text"/> Type of Agency: <input type="radio"/> Federal <input type="radio"/> Association <input type="radio"/> State <input type="radio"/> Foundation <input type="radio"/> Industry <input checked="" type="radio"/> Other If Other Describe: <input type="text"/>	<input checked="" type="radio"/> New <input type="radio"/> Resubmission <input type="radio"/> Renewal <input type="radio"/> Continuation <input type="radio"/> Revision/supplemental Previous Grant # or Federal Identifier: <input type="text"/> <input type="checkbox"/> Change in grantee institution	<input type="radio"/> Basic Research <input type="radio"/> Capital (Equipment/Construction) <input type="radio"/> Applied Research <input type="radio"/> Clinical Study/Trial <input type="radio"/> Research Training <input type="radio"/> Service <input type="radio"/> Instructional Research <input checked="" type="radio"/> Other *See page 4 for project types. If Other: Describe <input type="text"/>

**PROJECT ADMINISTRATION**

Complete Highlighted sections only. Primary is the R&D field, Secondary is the Sub field.

Who is responsible for this research?

Departmental Identification Number: Primary  Leave Blank Secondary  Leave Blank

Departmental Name: Primary  Leave Blank Secondary  Leave Blank

Primary Dept. Contact Info:  Leave Blank

Account Classification: Primary  Leave Blank Secondary

Other Institutional Code:  Please select the most relevant field of study/discipline for your project from the drop down list. This information is used for reporting purposes so please be as accurate as possible.

NAICS Code:  Leave Blank

**COMPLIANCE DATA**

Complete each section - If YES, complete remaining fields and provide additional or supporting documentation as necessary.

Animal Subjects	Human Subjects	Does this project involve use of any of the following?
Are animal subjects used? <input type="radio"/> Yes <input checked="" type="radio"/> No Is IACUC review pending? <input type="radio"/> Yes <input type="radio"/> No IACUC Protocol #: <input type="text"/> Approval Date: <input type="text"/>	Are human subjects used? <input type="radio"/> Yes <input checked="" type="radio"/> No Is IRB review pending? <input type="radio"/> Yes <input type="radio"/> No IRB Protocol #: <input type="text"/> Approval Date: <input type="text"/>	Radioactive Material(s), Radiation Producing Devices(s), Recombinant DNA, Biohazardous Chemical(s), Class IIIB or IV Lasers, Other certifications of health, safety and/or environmental compliance. <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, Explain in attachment <input type="text"/>

**BUDGET DATA**

Budget data will auto-fill from the RR budget form if completed. If not, please complete it manually.

Performance Dates	Begin Date	End Date	Cost Sharing Information:
First Budget Period:	<input type="text"/> 01/01/2012 *	<input type="text"/> 12/01/2012 *	Mandatory Committed <input type="radio"/> Yes <input checked="" type="radio"/> No Amount: <input type="text"/> Source: <input type="text"/>
Cumulative Budget Period:	<input type="text"/> 01/01/2012 *	<input type="text"/> 12/31/2017 *	Voluntary Committed <input type="radio"/> Yes <input checked="" type="radio"/> No Amount: <input type="text"/> Source: <input type="text"/>

Mandatory cost share other than Salary, Fringe and the Associated F&A requires supporting documentation.

Voluntary cost share under most circumstances is not allowed.

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Budget Period	Direct Cost	Indirect Cost	Total Cost
Period 1	1,000 ★	505 ★	1,505
Period 2	1,000 ★	505 ★	1,505
Period 3	1,000 ★	505 ★	1,505
Period 4	1,000 ★	505 ★	1,505
Period 5	1,000 ★	505 ★	1,505
Total	5,000	2,525	7,525

Budget data will auto fill if the RR budget form is complete. If not complete manually.

**AWARD DATA** ← CA/ORAA use - leave blank.

Award #:  Contract #:  Date:

Budget Period	Direct Cost	Indirect Cost	Total Cost
Period 1	<input type="text"/>	<input type="text"/>	<input type="text"/>
Period 2	<input type="text"/>	<input type="text"/>	<input type="text"/>
Period 3	<input type="text"/>	<input type="text"/>	<input type="text"/>
Period 4	<input type="text"/>	<input type="text"/>	<input type="text"/>
Period 5	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total	<input type="text"/>	<input type="text"/>	<input type="text"/>

**EXPORT CONTROL** ← Answer all questions. If YES to any, attach Export Control documentation form. <http://www.umces.edu/research-discover/oraa-export-control>

1. Will the project involve participation, collaboration or access to information by **foreign nationals**, defined as: individuals with foreign citizenship, foreign governments, foreign associations and corporations, or foreign political parties?  Yes  No

**Note:** Foreign nationals granted US citizenship, or permanent residence "green card" or granted status as a "protected individual," e.g., political refugees and political asylum holders are "EXEMPT" from deemed export rule.

2. Will the project involve the shipment of equipment, technology, software, materials data or other information?  Yes  No

3. Will the project involve a foreign subcontract or other foreign contractual agreement?  Yes  No

If you answered "yes" to any of the above questions, please attach documentation to the Generic Upload Area describing the details of these issues for this proposal.

**COMMENTS AND EXPLANATIONS**

PLEASE INDICATE ANY SPECIAL INSTRUCTIONS BELOW:

Example for Cayuse Training: Enter as much information as possible to help ORAA submit the proposal.

Provide any additional comments and instructions that will help CA/ORAA submit your proposal.

*For additional support documents and help:*  
 UMCES Research Administration Page at: <http://www.umces.edu/research-discovery/oraa>  
 Cayuse Support Page at: <http://support.cayuse.com/>  
 Contact [oraa@umces.edu](mailto:oraa@umces.edu) for any other questions or guidance.

## **Project Types:**

**Basic Research** is performed without thought of practical ends. It results in general knowledge and understanding of nature and its laws. It is undertaken primarily to acquire new knowledge without any particular application or use in mind.

- *A researcher is studying the properties of human blood to determine what affects coagulation.*
- *A researcher is studying the properties of molecules under various heat and cold conditions.*
- *A researcher is studying the heart chambers of various fish species.*

**Applied research** is a form of systematic inquiry involving the practical application of science. It accesses and uses some part of the research community's accumulated theories, knowledge, methods, and techniques, for a specific, often state-, business-, or client-driven purpose. It is conducted to gain the knowledge or understanding to meet a specific, recognized need.

- *A researcher is conducting research on how a new chicken pox vaccine affects blood coagulation.*
- *A researcher is investigating the properties of particular substances under various heat and cold conditions with the objective of finding longer-lasting components for highway pavement.*
- *A researcher is examining various levels of toxic substance to determine the maximum safe level for fish in a stream.*

**Development** is the systematic use of the knowledge or understanding gained from research directed toward the production of useful materials, devices, systems, or methods, including the design and development of prototypes and processes.

- *A researcher is conducting clinical trials to test a newly developed chicken pox vaccine for young children.*
- *A researcher is working with state transportation officials to conduct tests of a newly developed highway pavement under various types of heat and cold conditions.*
- *A researcher has a contract with the US government to design a new stream monitoring system that will incorporate the latest research findings on toxicity levels for fish.*

**Research Training** supports research training for pre-, post- doc fellowships, thesis, dissertation, or undergraduate scholarly activities. It is teaching someone how to conduct research.

A **Clinical study/trial** is any research **study** that prospectively assigns human participants or groups of humans to one or more health-related interventions to evaluate the effects on health outcomes.

A **Capital equipment project** has an acquisition cost of at least \$5,000, and a life expectancy of at least one year. A **Capital construction project** supports a new buildings or completion of shell space in existing buildings (including the installation of fixed equipment, but excluding the cost of land acquisition and off-site improvements).

**Instructional** projects are activities benefitting the students of the institution.

**Service** projects deliver information and services to the non-institution, non-scientific community.