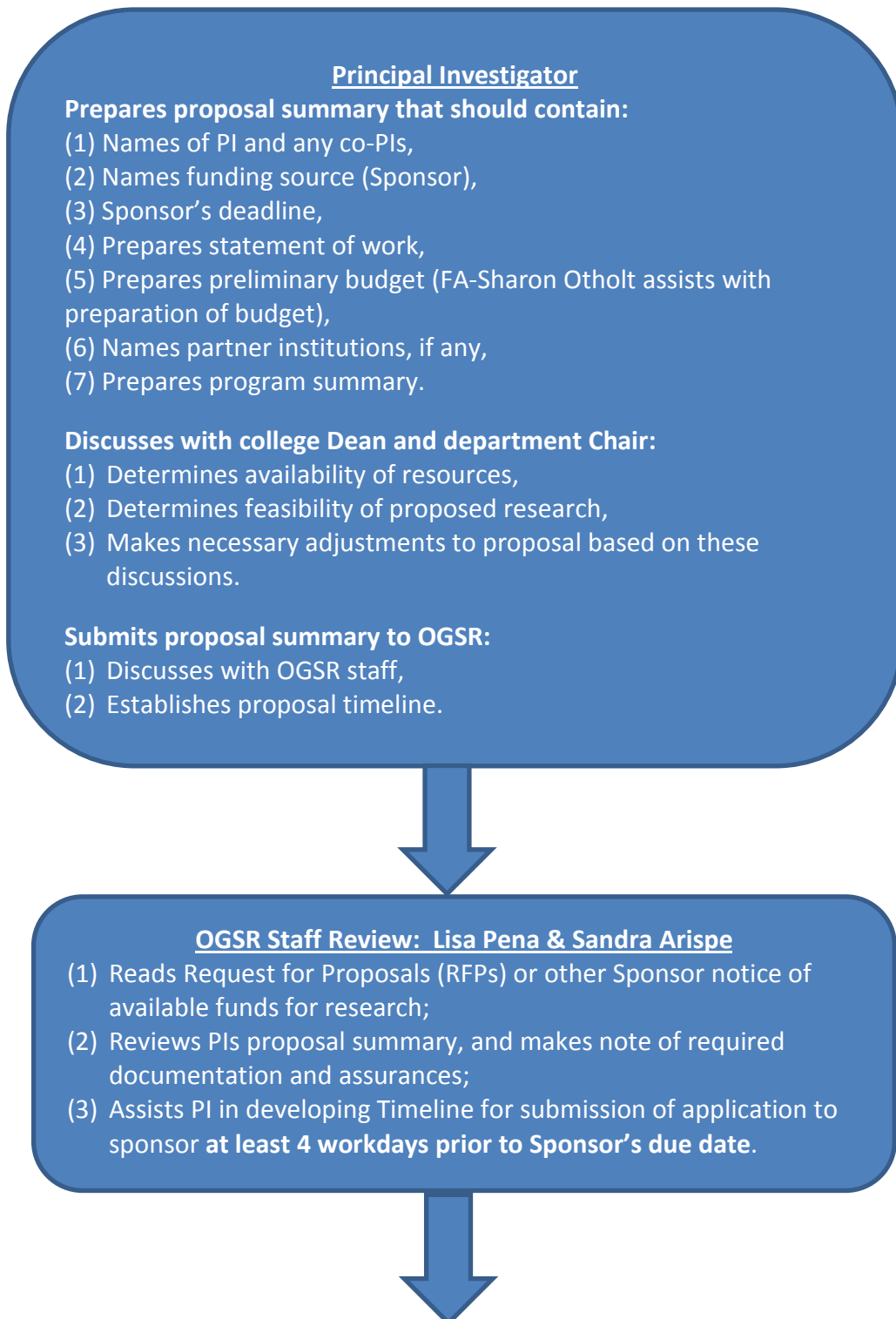


SPONSORED RESEARCH PREAWARD PROCESS FLOWCHART

Introduction

The Principal Investigator (PI) has primary responsibility for preparation of the grant application. The Financial Analyst (FA), Sharon Otholt, assists with preparation of the budget to ensure accuracy, reasonable fringe benefit costs if salaries are included, minimum cost sharing provisions, and reviews the application to ensure sponsor's requirements are addressed.



Principal Investigator

Completes grant application proposal:

- (1) Ensures all paperwork is completed at least 5 workdays prior to sponsor's deadline,
- (2) Submits to OGSR staff for review.



OGSR Staff Review: Lisa Pena & Sandra Arispe

- (1) Reviews to ensure all paperwork is completed and all assurances are satisfied,
- (2) Assists PI with Maestro processes. Saves application on Maestro and routes for approvals.



Authorized Organizational Representative: Dr. Sosa-Fey

- (1) Reviews to ensure all paperwork is completed and all assurances are satisfied,
- (2) Gives final approval,
- (3) Assists PI in submitting application.