

Kinesiology Grant Submission Procedures

Faculty members who submit external grants need to work with the Contract and Grant Specialist to complete an electronic Proposal Approval Form (PAF) and an administrative shell (abstract, outline of their budget, budget justification, and facilities page). PAF forms are required by the Division of Research Development and Administration (DRDA) for external grants. For internal grants, Kinesiology requires an internal PAF form and an administrative shell. The internal PAF form can be filled out by the Contract and Grant Specialist with your assistance. The internal PAF form is used for accounting purposes (to facilitate proper transfer of funds between accounts) and in order to help coordinate School efforts across campus. All PAF forms (external or internal) need to be approved by Associate Dean of Research prior to submission and should be submitted at a minimum, one week prior to the grant deadline.

Last modified 5/15/09