The figure below illustrates the activities and approximate dates for preparing and submitting a grant application. Please contact the RAS office for additional information.

## **Standard Proposal Submission Timeline**

Identify funding opportunity or contact RAS to request a funding search

Identify possible external reviewers. RAS provides PI with timeline

Budget finalized, basic components of application emailed to RAS office: title. abstract, biosketches, facilities, equipment

External review form completed, if applicable External review completed (if applicable), approval form started

Standard and/or administrative components of proposal completed; proposal placed in dropbox for initial review by SPS

**Submission** 

12

10

8

6

2

1

Initiate emails or schedule meetings with RAS staff re: proposal type, guidelines, submission deadline, budget: personnel, supplies, equipment and subcontract(s) if applicable

Confirm subcontracts, consultants if applicable; finalize and upload budget to proposal

Letters of support received, human subjects and/or vertebrate animals documents finalized (if applicable)

Research Strategy and references completed

Weeks before receipt date