



Intent to Apply

When considering applying for an external grant to a specific grantmaker, please submit this form as soon as possible, and no later than three weeks prior to the proposal due date to: Grants Office - c/o Laura Lundahl and Kathryn Mier, either at lundahl@spu.edu, mierk@spu.edu or to 3307 Third Ave West, Suite 304, Seattle WA, 98119.

All applicants should review SPU's Academic Misconduct Policy and Conflict of Interest Policy, available at http://www.spu.edu/depts/csfd/faculty_grants.html.

All applicants for federal grants must submit a Conflict of Interest Statement to the Grants Office within one week of the grant submission deadline.

Intent to Apply for a Grant

Proposer (PI):
 Name (individual, committee, department, or school) : _____
 Dept: _____
 Email: _____
 Phone or Extension: _____

Project:
 Project Name: _____
 Brief Description of the Project (2 -4 sentences on the focus of the work):

Granting agency: _____

Amount requested: \$ _____ Application deadline: _____

I would like to request assistance with:
 Initial consultation on putting proposal together
 Review of first draft with suggestions primarily for content—meeting all the CFP requirements
 Review of subsequent drafts with respect to clarity, wording, length
 Proofreading assistance of final draft
 Submission (NOTE THAT MANY GRANTS REQUIRE AN OFFICIAL SUBMISSION THROUGH AN SPU OFFICER)

Proposer Signature/Date _____

Dean Signature/Date _____