

APPROVAL ROUTING FORM FOR FOUNDATIONS/CORPORATIONS

Final Approval of projects will be communicated to the initiator by University Advancement. No action should be taken until that time.

Date of Request: _____

1. Principal Investigator/Title: _____

Phone Number: _____ Email: _____

Department: _____

2. Does your Request require the assistance of the Prospect Research Manager/Grant Developer to help to identify prospective funders for your project? _____ YES _____ NO

If NO, please list potential funder information and rationale for approaching:

If YES, Prospect Research Type (check all that apply):

General Inquiry of Identified Prospect _____
(Allow 2 weeks lead time). Name of prospect you identified for us to research and approved

Identification of Grant Funding Opportunities for Project Discussed Below in #4
(Allow 6 weeks lead time to develop a list of funding opportunities.)

3. Does your program or project involve **one or more of the following**:

- * Governmental funding sources (city, state, federal)?
- * Any aspects related to research (animals, human, or equipment)?

If you answer "YES" to any one of the above in question 3, please contact the Office of Research & Sponsored Programs at 940-898-3375.

If you answered "NO" to all of the above in question 3, please continue to question 4 below.

4. Brief Description/Abstract of Project (Attach separate sheet if needed):

5. Total Amount of Funds Required: \$ _____

6. Date funds needed by: _____

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7. Is this a new project or renewal of existing project? _____

If a renewal of existing project, please list previous sources of funding: _____

APPROVALS

Chair/Associate Dean/Director Approval

Approved	<input type="checkbox"/>	Denied	<input type="checkbox"/>
_____		_____	
Signature		Date	
Comments: _____			

Dean Approval

Approved	<input type="checkbox"/>	Denied	<input type="checkbox"/>
_____		_____	
Signature		Date	
Comments: _____			

Provost Approval

Approved	<input type="checkbox"/>	Denied	<input type="checkbox"/>
_____		_____	
Signature		Date	
Comments: _____			

After approvals, please email to ckerley@twu.edu for processing. Please allow 7-10 days for processing. Call ext. 3864 with questions. Thank you!