



## Notice of Intent to Submit a Proposal for Internal Review through UMAPIT

Instructions to PI: Please provide the following information for the UMAPIT review process. When complete, email this form to: [janet.fairman@maine.edu](mailto:janet.fairman@maine.edu) (phone: 581-2475).

Name of Principal Investigator: \_\_\_\_\_

Faculty Rank or title if professional staff position: \_\_\_\_\_

Tenure Track?  yes  no

Department and School/ College: \_\_\_\_\_

Phone number: \_\_\_\_\_

Email: \_\_\_\_\_

Funding Agency and Program: \_\_\_\_\_

Agency Submission Deadline: \_\_\_\_\_

Date you anticipate submitting a draft proposal to UMAPIT: \_\_\_\_\_

Note: To ensure adequate time for reading and review, a proposal must be submitted to UMAPIT **no less than 3 weeks before** the funding agency deadline, and earlier is always better! Reviewers have one week to provide feedback to the principal investigator. The UMAPIT submission form, guidelines, and roster of reviewers can be found at:

<http://umaine.edu/orsp/award-process/pre-award/proposal-preparation/umapit/>

PIs should also consult the ORSP deadlines. For example, the deadline for PARS and budget information is no later than 10 business days prior to the funding agency submission deadline. For ORSP deadlines, please see the ORSP website.

Type of Submission (please check one):

Pre-proposal

Proposal

Resubmission

Describe research topic and field of study: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

This program is a joint effort of the Faculty Senate, Vice President for Research, Vice President for Finance, & the Office of Research and Sponsored Programs

Date received by UMAPIT/ Research and Scholarship Committee: \_\_\_\_\_