



Proposal Submission Form for Internal Review through UMAPIT

Instructions to PI: Please provide the following information to assist in processing this proposal. When complete, email this form with your proposal and any other pertinent materials to: 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 submitted to UMAPIT for internal review: _____

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. UMAPIT forms, 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. 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

Please also submit to UMAPIT:

1) the RFP, if there is one; 2) the agency's guidelines for reviewers; and 3) reviewers' comments (if this is a resubmission of an earlier proposal)

Research topic and field of study: _____

Proposal Title: _____

Has this proposal been reviewed by a colleague? ___yes ___no

Please suggest two UMAPIT reviewers from the roster: _____

The roster can be found at the website listed above.

Information about the PI (This information is for program evaluation purposes.)

Number of years you have been on the UM faculty or UM professional staff ? _____

Is this your first external research grant proposal? yes no

Is this your first external grant proposal since you've been at U Maine? yes no

Is this your first grant proposal to this particular funding agency? yes no

Thank you for submitting a proposal to the UMAPIT program. Up to eight proposals can be reviewed through this program each year on a first come, first served basis. Proposals with a minimum budget of \$75,000 per year will be considered for review through UMAPIT. You will receive a confirmation that UMAPIT received your proposal, and if it will be reviewed or if we cannot accommodate additional proposals. Reviewers will email their feedback to you. After you receive the feedback, we will ask both PIs and reviewers to complete a short feedback survey to let us know how well this internal review process is working and what we can do to improve the program.

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: _____

/UMAPIT submission form
Revised July 2014