

PROPOSAL SUBMISSION REQUEST (PSR) FORM

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Completed PSR, detailed budget, and proposal guidelines must be submitted to OCG at least <u>5 BUSINESS DAYS</u> before sponsor deadline.					
		ons, refer to <u>PSR User Guide</u> .	Proposal Analys	st 🗌	
CU Personnel II	nformation				
		rmation for PI and Co-PI/Co-Is is re CU Investigator is required.	equired for application	preparation. To ensure co	rrect project setup, the
Principal Investiga	tor (PI) Name		Unit		Primary Org #
	Email		Phone		Other Org #
Co-PI/Co-I Informa	tion List CU Investigators	only. Co-Pl/Co-Is that are intende	d Subrecipients should	d be indicated in the Subre	cipient section.
Co-PI/Co-I #1 Name	,,		Unit(s)		Org #
Email			Phone		Org #
Co-PI/Co-I #2 Name			Unit(s)		Org #
Email			Phone		Org #
Co-PI/Co-I #3 Name	,		Unit(s)		Org #
Email			Phone		Org #
Co-PI/Co-I #4 Name			Unit(s)		Org #
Email			Phone		Org #
Submission Info	ormation				
Project Title					
Funding Opportunity	No./URL				
	will directly fund CU (lead	institution if CU is sub)		Submission Deadline	
Proposal Type	P	roject Topical Field			
Prime Sponsor <i>(if C</i>			Funder Cont	tact	
	e proposals, lead institutio	n	Contact Ema		
Budget Informa					
		proposal submission does not aut			
		pes for individual departments, a so oordinate with CCO during project			
Project Start Date		Project E	End Date		
Ves No		n indirect cost rate cap lower than (CU's on-campus rate?	Sponsor Rate	
	If CU Boulder's on or off-campus F&A rates are not being applied, you must provide one of the following: 1. For federal or non-profit sponsors with documented F&A rates, a copy of the sponsor's standard F&A policy and <u>IDC Addendum</u> signed by your department chair and dean; OR 2. For all other reduced F&A rates, including industry sponsors, a CU Boulder Indirect Cost Waiver Request.				
O Yes O No				Mandatory	Voluntary
	Are cost share or matching funds budgeted? If yes, select type(s) of cost share: Mandatory Voluntary A Cost Share Budget and <u>Addendum</u> with approvals and signatures is required for all committed Cost Share at least 5 business days before submission. Note that any requests to RIO for cost share must be initiated 5 business days before a deadline to be considered for approval.				
Yes No	Does this project include the fabrication of equipment with a total cost of \$5,000 or more and useful life of at least one year? A fabrication is the transformation of materials, non-consumable supplies, and hardware into a one-of-a-kind piece of equipment or scientific instrument that meets a unique research need and cannot be commercially obtained.				
Yes No	If "Yes" to above question, will the fabricated equipment be delivered to the sponsor or other entity external to CU upon completion? Title to fabricated deliverables is retained by the sponsor and not CU and is not considered capital equipment.				
🔵 Yes 🔵 No	Is there an indirect cost recovery (ICR) split on this project that will be based on total budgeted costs? OCG only documents the need for a split and associated units. If ICR will be based on budget splits, the primary department will need to prepare separate budgets for project setup. If a split is required per the PI/Co-PI/Co-I's multi-department appointments, be sure affected departments and their org code are identified in the CU Personnel section above. If an agreed-upon project split will be with participating non-investigator units, additional Org #s can be provided in the Other Information section. An <u>ICR Split Request Form</u> is required to establish split percentages. This form is collected and managed by the Campus Controller's Office (CCO) at the award stage. ICR negotiations and approvals are the responsibility of PIs and departments to complete. See the <u>ICR Split webpage</u> for information and forms.				



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Project Information				
If "Yes" to any of the questions below, provide details, as appropriate to clarify the selection, in Other Information section below. Your Proposal Analyst may ask for clarifying information as needed for the proposal submission.				
with intentions to publicize results, or activities which have the possibility to generate intellectual property; fabrication or pu				
Sponsored Service Activity Digitization/Archiving Creative Project, Production, or Installation Instruction				
Public Outreach (immediate benefit to a sector of the general public or the public at large)				
Yes No Does this project require space changes , renovations , or additional infrastructure ? If yes, provide documentation describing the requested modifications and associated costs with signatures from a appropriate Chairs/Deans	ffected and			
Yes No Do any personnel working on this project (PI, Co-PIs/CO-Is, or other staff) or any personnel family members have a finan entity outside the University of Colorado that is providing goods, services, technologies, or other items for use in this p If yes, information about the relationship(s) with the outside entity(ies) and the potential for conflict of interest conc existence of a Management Plan, must be disclosed to the sponsor. The disclosure should occur, where re submission, contract negotiation, award acceptance, award continuation, or subaward issuance. Evidence of the must be provided upon request by university representatives. Sponsor approval of a proposal where disclosure included may be deemed sufficient for the purpose of university business to progress. For more information, visit t	roposed project? cerns, as well as the elevant, at proposal sponsor's response language is clearly			
Yes No Does this project contain <u>Controlled Unclassified Information (CUI)</u> , or will the project require the use and protection of been designated as CUI? If yes, ensure the application and proposal documents include the appropriate <u>identification</u> applicable. Prior to contract award, projects that involve CUI must be able to acquire an information system aut store, and transmit CUI information per IAW NIST SP 800-171 and DoDI 8582.01. If computing infrastructure is nee with <u>CU Boulder's Research Computing</u> on using the <u>Preserve</u> , CU's established 800-171 compliant environment for r	n <u>s and markings</u> as thorized to process, ded for CUI, consult			
Yes No Has the scope of work been submitted or being submitted to other sponsors ?				
Yes No Is the research performance site designated, or eligible to be designated, as a historic place ?	Is the research performance site designated, or eligible to be designated, as a historic place ?			
Yes No Does this project have an actual or potential impact - positive or negative - on the environment ?	Does this project have an actual or potential impact - positive or negative - on the environment?			
Yes No Does this project involve activities outside of the United States or partnerships with international collaborators ?	Does this project involve activities outside of the United States or partnerships with international collaborators?			
Yes No Does the proposed research involve <u>human specimens and/or data</u> that is not considered human subjects research?				
Subrecipient(s)				

For each subrecipient, complete information below and provide the required subrecipient documents to your Proposal Analyst at least 5 business days before the sponsor deadline. Required documents to be completed by subrecipient organizations include a <u>Subrecipient Commitment Form</u> or, for subrecipients who are FDP member organizations a <u>Subrecipient Statement of Collaborative Intent</u>, a statement of work, budget and budget justification. For contracts only, a <u>Sole Source Justification</u> completed by CU Boulder PI is also required. Additional documentation may be required by the funding opportunity. If there are more than 3 participating subrecipients, indicate details in Other Information.

Institution #1 Name		Technical Lead Role	
Technical Name	Email	Phone	
Admin Name	Email	Phone	
Institution #2 Name		Technical Lead Role	
Technical Name	Email	Phone	
Admin Name	Email	Phone	
Institution #3 Name Technical Lead Role			
Technical Name	Email	Phone	
Admin Name	Email	Phone	

Other Information

As appropriate to the selections made above, provide additional information to support the response. If there are any unusual circumstances, requests, or items not covered by this form, note these here.

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Human Subjects					
The IRB must review and approve all research involving human subjects prior to the start of such activities. The IRB will make the final determination on whether projects involve human subjects research, as well as review, approval and oversight provisions. Information is available on the IRB webpage.					
O Yes O No	Is this a systematic research study that includes human participants with the intention to generalize the resulting information?				
If "Yes," status of I	RB protocol: Pending Approval Approved - Protocol No. Approval Date				
_	For exempt human subject research, provide <u>exemption number</u> :				
Vertebrate Ani					
activities or release	w and approve all projects involving animal work, including animal work conducted at another organization, prior to the start of project e of award funds. This may require adding a new grant to an existing protocol so that a comparison between the protocol and grant can al information on grant and protocol review available on the <u>IACUC webpage</u> .				
O Yes O No	Does this project, including any subrecipient activities, involve non-human vertebrate animals, including animal manipulations, generation of custom antibodies or field observations? If "Yes," complete the following vertebrate animal guestions.				
Check all that apply	: 🔍 Generating custom antibodies 🔍 Use of animal tissue or blood sample 💦 Field observation studies 💭 Field animal studies				
Status of IACUC p	rotocol: Pending Approval Approved - Protocol No. Approval Date				
🔾 _{Yes} 🔘 _{No}	Will the animal studies be conducted at CU Boulder?				
🔾 Yes 🔘 No	Will vertebrate animals be euthanized?				
🔾 Yes 🔘 No	If "Yes" to the question above, is the euthanasia consistent with American Veterinary Medical Associate guidelines?				
Environmental	Health and Safety (EH&S)				
Yes No	No Does the proposed research use any high-consequence pathogens or toxins that have the potential to be considered dual use research of concern (DURC)? DURC is life sciences research that, based on current understanding, can be reasonably anticipated to provide knowledge, information, products, or technologies that could be directly misapplied to pose a significant threat with broad potential consequences to public health and safety, agricultural crops and other plants, animals, the environment, material, or national security. DURC research requires approval by CU Boulder's Institutional Biosafety Committee. See CU Boulder's Guidance on DURC, Federal DURC Policy and United States Government Policy for Institutional Oversight of Life Sciences DURC, which includes a list of 15 agents and toxins and 7 experimental effects within the scope of this policy.				
Yes No	Does the project involve the use of lasers ? For more information about lasers and classifications, visit <u>EH&S's Laser Safety webpage</u> .				
If "Yes," check all th	at apply: Class I Class II Class III Class III Class III Class III Class III Class IV Other:				
Yes No Does the project involve the use of radioactive materials or x-rays ? If yes, Radiation Safety Committee (RSC) approval is required prior to the start of the project activities. For further information and to obtain a radioactive materials license, contact RSC at <u>radsafety@colorado.edu</u> and visit <u>EH&S's Radiation Safety webpage</u> .					
If "Yes", status of Ra	adiation Safety Committee (RSC) approval: Pending Approval Approved				
Yes No Does the project involve the use of hazardous materials ? For definitions and links to lists of Acutely Toxic Chemicals, Toxic Gases, and Explosive Chemicals, see <u>Hazardous Materials</u> <u>Definitions</u> . If yes, chemical use must follow Lab Safety Standards as determined by EH&S.					
lf <i>"Yes,"</i> check all th	at apply: Acutely Toxic Chemicals Explosive Chemicals Perchloric Acid Other:				
	Carcinogens/Mutagens Hydrofluoric Acid Toxic Gases				
Yes No	Does the project involve the use of any biohazardous materials ? If yes, IBC must review and authorize research prior to initiation. Information is available at <u>EH&S's Lab & Research webpage</u> .				
If "Yes," check all that apply: As relevant to checked materials provide genus and species:					
Biotoxins Infectious Agents Genetically-modified Agents Select Agents (regulated animal or plant pathogens)					
Recombinant DNA Animal Tissue Human Tissue (including blood and immortal cells)					
Human Embryonic Stem Cells (If <i>yes</i> , enter cells line(s)) Fetal Tissue					
Controlled Substances Used for Research Controlled substances refers to DEA drugs, marijuana, industrial hemp, isolated cannabinoids, etc. Industrial Hemp is defined as a plant of the genus Cannabis and any part of that plant, whether growing or not, containing ≤ 0.3% THC on a dry weight basis or processed hemp in any form. For further controlled substance definitions and guidance, see <u>Controlled Substances webpage</u> .					
Yes No Does the proposed research involve the use of DEA or CDA Controlled Substances whether on or off campus? If "Yes," check all that apply:					
🗢 DEA-Controlled Drugs and Other Substances 🗢 Industrial Hemp or CBD 🛛 🗢 Marijuana Observational Studies 🔍 Other Marijuana Research					

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Intellectual Pro	operty (IP) and Confidential/Proprietary Information (CI)			
materials and othe	ty (IP) includes inventions, works of authorship (including software and code), data sets, mask works, tangible research property, tangible r proprietary and confidential information. For information on IP or technology transfer, visit Venture Partners at CU Boulder webpage ion on <u>IP Management</u> .			
Yes No	Does your proposal include proprietary or privileged information that should be protected from public use or disclosure? This does not include information kept confidential only for human subjects research. <i>If yes, ensure the application and proposal documents include the appropriate identifications and markings.</i>			
O Yes O No	Do you have a non-disclosure agreement (NDA) associated with this subject matter or sponsor?			
Yes No	Does this project involve the transfer of tangible research materials from another organization to the university or from the university to another organization?			
Yes No	Does the scope of work for this project include developing or modifying any software or code (including open source software/code) that you will deliver to the sponsor?			
O Yes O No	Does the project require the use of any pre-existing inventions or software (that is not open source software) to perform this project?			
Export Control	Assessment			
project work begin	" to any of the following questions, the project may require export control measures to be implemented before an award is accepted or s. For steps you can take now to prevent potential funding delays, see <u>What to Do if Your Research is Export Controlled</u> . For information on and on how export controls and research intersect, see <u>Working with the Office of Contracts and Grants</u> and <u>Research and Export</u>			
O Yes O No	Will funding for this project, in whole or in part, come from foreign sources , including foreign governments, companies, organizations, universities, individuals, etc.? ("Funding" includes in kind contributions, including the use of foreign-owned equipment and/or researchers paid by foreign sources).			
Yes No	Will this project involve research collaboration with any universities, businesses, government agencies, or other institutions located in the following countries: Iran, Cuba, Syria, North Korea, China, Cambodia, Burma, Russia, Ukraine?			
O Yes O No	Will anyone participating in research activities associated with this project maintain employment or receive direct financial benefit from a foreign institution, company, government agency, or other foreign entity?			
Yes No	Will this project include both of the following: Funding from the U.S. Department of Defense (DoD) (including affiliates such as AFRL, AFOSR, ONR, DARPA, etc.) and Development or advancement of emerging technologies that are of interest to U.S. national security? <i>Please reference <u>Emerging Technologies of Interest list</u> for more information.</i>			
Yes No	Will this project involve developing software or source code that will not be published or otherwise made publicly available?			
Yes No	Will this project involve the use of proprietary or confidential information that will not be published or otherwise made publicly available?			
	xternal Professional Activities (DEPA) and Other Support			
being proposed, su <u>Commitment Office</u> support. Project pe	stigator (PI) is responsible for ensuring all project personnel responsible for the design, conduct, or reporting of the research currently ubmit their Disclosure of External Professional Activities Form (DEPA) with the <u>University of Colorado Boulder's Conflicts of Interest and</u> for the current disclosure period, and appropriate representations are made to the sponsor in regards to external activities and other ersonnel subject to DEPA filings must have a current DEPA on file prior to proposal submission. It is the responsibility of PIs to ensure met. Questions regarding the disclosure process can be directed to COIC Office.			
Acknowledge	As Principal Investigator of this project, I will ensure all project personnel responsible for the design, conduct, or reporting of the research have filed a Disclosure of External Professional Activities (DEPA) prior to submission and will ensure their DEPA is <u>current each calendar year</u> . Disclosure of external professional activities is required, minimally, on an annual basis. Information on how to file your annual DEPA is available on the <u>DEPA Form webpage</u> . DEPAs must be updated within 30 days of a status change in a discloser's conflict(s) of interest, including any changes related to this proposal/award. NIH conflicts of interest (COI) training is also required every four (4) years for PHS/NIH projects. NIH COI training information is available on the <u>PHS/NIH Requirements webpage</u> . If a conflict of interest or commitment is identified through the DEPA process, the Compliance Director of the COIC Office will work with the reporting individual and his/her Chair or Director in order to develop a Management Plan to mitigate the negative appearance or impact of a conflict on the university.			
Acknowledge	If students , such as Graduate or Undergraduate Research Assistants, will be responsible for the design, conduct, or reporting of research on this project, they will complete the required DEPA disclosures and Responsible Conduct of Research (RCR) trainings . <i>Per federal regulation and university policy, students with these responsibilities are required to follow the DEPA reporting requirements as described on the <u>DEPA Form webpage</u>. Additionally, all students or postdoc fellows paid from an NSF grant award and all trainees supported by most NIH awards are required to complete Responsible Conduct of Research (RCR) training as described on the <u>Responsible Conduct of Research (RCR) training as described on the Responsible Conduct of Research training webpage</u>.</i>			
Acknowledge	All senior key personnel (PI, Co-PIs/Co-Is, or other staff) are required to disclose, per sponsor requirements, in a current and pending document or as appropriate in another applicable proposal document, all affiliations and resources made available to the individual in support of and/or related to all of his/her research efforts, including external support, regardless of whether or not the support has monetary value. <i>Review sponsor guidelines for required reporting details and/or templates. If a current and pending or other support document is not required, other appropriate disclosures should be contained within the proposal per sponsor guidelines. For more information, visit <u>Disclosing Other Support webpage</u>. OCG encourages the use of <u>SciENcv</u> to track sponsored projects, unfunded collaborations and in-kind support, from all domestic and international sources.</i>			



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- (1) The Academic Sponsor will provide appropriate training, adequate facilities, and supervision if a grant is awarded as a result of the application.
- (2) The Fellow has read the Ruth L. Kirschstein National Research Service Award Payback and will abide by the Assurance if an award is made. (See <u>NRSA Payback Service Center Home Page</u> and <u>FAQs</u>).
- (3) If an award is made, the award will not support residency training.

Intentionally left blank.

Certifications and Signatures required on following page.



Certifications

My signature below confirms my review of the proposal. It also certifies that:

- 1. The information submitted within this application is true, complete, and accurate to the best of my knowledge;
- 2. Any false, fictitious, or fraudulent statements or claims may subject me, as the PI, to criminal, civil, administrative penalties;
- 3. I agree to accept responsibility for the scientific and fiscal conduct of the project and to provide the required progress reports if an award is made as a result of this application.

To the best of my knowledge at the time of proposal, I certify that:

- 1. All personnel on this project, including myself, are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from current transactions by a federal department or agency.
- 2. I accept the responsibility of adhering to suspension and debarment regulations during the life of the award, including notifying the Office of Contracts and Grants (OCG) immediately if there is any change in debarment status of project personnel, including Co-PI's, graduate students, other project personnel, and vendors.
- 3. All personnel on this project, including myself, have not and will not lobby any federal agency on behalf of this award.
- I am familiar with the requirements of the University of Colorado's Procurement Policy and will report any violations to the Office of Contracts and Grants and/or the appropriate party per <u>University APS 4012 Fiscal Misconduct Policy</u>. (Procurement policies are available on the <u>Procurement Services Center website</u>.)
 I am familiar with and will uphold the University of Colorado's Code of Conduct. (See University Policy APS 2027 Code of Conduct.)
- I am familiar with and will uphold the University of Colorado's Code of Conduct. (See <u>University Policy APS 2027 Code of Conduct.</u>)
 I will ensure that all project expenditures be made in accordance with the terms and conditions of the award and approved project budgets and that any project
- b. Twill ensure that all project expenditures be made in accordance with the terms and conducts of the award and approved project budgets and that any project salaries, wages and expenditures are reasonable, essential, and appropriate. (See <u>University Policy APS 4014 Fiscal Roles and Responsibilities</u> and <u>University Policy APS 4016 Fiscal Code of Ethics</u>.)
- 7. If a subaward/subrecipient is included in this proposal, I confirm that I have reviewed all included subawards/subrecipients. All subawards'subrecipients' direct costs have been reviewed and appear reasonable given the proposed statement of work. All fringe benefit and indirect cost rates have been verified with the subawardees'/subrecipients' organization as being current for the proposed duration of the project. (Verification may be in the form of a letter from an authorized official of the organization.)
- 8. I acknowledge that I am aware of, understand, and will conform to campus and University policies and procedures governing conflicts of interest and commitment. (Conflict of interest policies are available on the <u>Conflicts of Interest and Commitment website</u>.) In addition:
 - I accept responsibility for ensuring that anyone responsible for the design, conduct, or reporting of research or educational activities funded or proposed for funding - including Pls, Co-Pls, research associates, postdocs, students, volunteers, collaborators, and contractors - has disclosed any financial or other potential conflicts of interest or commitment with the activities encompassed by this proposal;
 - b. For NIH/PHS-funded projects, I accept responsibility for ensuring that anyone responsible for the design, conduct, or reporting of research or educational activities funded or proposed for funding including PIs, Co-PIs, research associates, postdocs, students, volunteers, collaborators, and contractors has completed the required educational training before work begins.
- 9. I acknowledge that I am aware of, understand, and will conform to all applicable sponsoring agency and University policies regarding misconduct in research and authorship. (See <u>Responsible Research</u> for more information.)
- 10. I acknowledge that I am aware of CU Boulder's compliance with all applicable regulations regarding Combating Trafficking in Persons, including FAR 52.222-50 Combating Trafficking in Persons for Federally funded contracts and 2 CFR Part 175 Trafficking in Persons, for Federally funded Grants and Cooperative Agreements. If a funded award is subject to FAR 52.222-50(c), as the Principal Investigator I will: a) Notify all employees and volunteers working under the award of the U.S. Government's zero tolerance policy regarding trafficking in persons and the actions that will be taken against its employees or subrecipients for violation of this policy, which may include but are not limited to removal from the contract, reduction in benefits, or termination of employment; b) Immediately report any information received from any source that alleges an employee or subcontractor employee has violated the policy; and c) Work with CU Boulder administration to take any appropriate actions up to and including termination of employees or subrecipients who violate the policy. (See <u>Anti-Human Trafficking Compliance</u> Plan for more information.)
- 11. I am familiar with the University Policy APS 2005 regarding Contracting Authority and the Signature Authority Delegation guidelines for CU Boulder. (See Signature Authority webpage.)
- 12. I agree to comply with all current and subsequently adopted University intellectual property policies ("Policies"), including any that may be applicable to this proposal and any resulting award document. I will assign and do hereby assign to the Regents of the University of Colorado, a body corporate, all inventions, discoveries, and intellectual property in which the University has an interest under the Policies, whether made in the performance of the award or otherwise, and agree to promptly disclose to the University all such inventions, discoveries, and intellectual property. Furthermore, I agree to execute all necessary documents to perfect the assignment of rights or licenses as required by the award and/or Policies and to abide by all other terms and conditions of the award.

The Principal Investigator (PI) must sign and submit the PSR form to OCG at least 5 business days before the proposal deadline. For student and postdoctoral fellows serving as the PI on a fellowship proposal, the fellow's primary mentor must sign as an Other Responsible Party. Other signatures may be provided according to Department, Institute or Sponsor policies.

Pl's Signature	Date	Other Responsible Party	Date		
Other Responsible Party	Date	Other Responsible Party	Date		
Notice: If OCG receives this form and required proposal documents with less than 5 business days before a proposal deadline, the proposal may be					

Notice: If OCG receives this form and required proposal documents with less than 5 business days before a proposal deadline, the proposal may be submitted with an abbreviated review or no review. If in subsequent review after submission, the proposal is found to be incomplete or does not conform to institutional or sponsor requirements, OCG may withdraw the proposal from consideration on behalf of the institution. Any budget errors on such submissions resulting in additional costs will be the responsibility of the PI and/or the supporting department or college.