



**FOR OFFICE OF SPONSORED PROGRAMS (OSP) USE ONLY**

**DATE ASSIGNED:**

**COORDINATOR NAME:**

**PHONE:**

**EMAIL:**

***Florida A&M University  
Office of Sponsored Programs***

**INTENT TO SUBMIT PROPOSAL**

**Date:** \_\_\_\_\_

**Principal Investigator (PI) Name:** \_\_\_\_\_

**School/College:** \_\_\_\_\_

**Title of Proposal:** \_\_\_\_\_

**PI Email Address:** \_\_\_\_\_

**PI Telephone Number:** \_\_\_\_\_

**Proposal Due Date:** \_\_\_\_\_

**Proposal will be submitted to the funding source agency by?**    **OSP**                      **PI**

**Which method will the proposal be submitted?**    **Email**                      **Online**                      **Postal Service**

**Funding Source Agency Name:** \_\_\_\_\_

**Funding Opportunity Title:**

**Funding Opportunity Number:**

**Is FAMU the lead organization on this proposal?**    **Yes**                      **No**

- **If No, list the lead organization and the date the documents are due to the lead organization.**    **Organization**                      **Due Date** \_\_\_\_\_

**Is the proposal an institutional proposal (such as a white paper, which limits the number of proposals that can be submitted per institution?)**                      **Yes**                      **No**

**Does the proposal require a match or cost-sharing?**                      **Yes**                      **No**

**Does the proposal require additional/new Research Laboratory Space?**    **Yes**                      **No**

**Funding Opportunity Announcement Link:**

***Office of Sponsored Programs  
400 Foote-Hilyer Administration Center  
Tallahassee, Florida 32307  
Phone: (850) 599-3531***

***E-mail Address: [proposals@famu.edu](mailto:proposals@famu.edu)***

**Note: Intent to Submit Proposals must be submitted at least 5-10 business days prior to proposal submission due date.**