

## Pre-Award Grant Proposal Submission

Complete the Intent to Submit (ITS) form



Submit ITS Form to UAHS ([preaward@email.arizona.edu](mailto:preaward@email.arizona.edu)), and copy the Associate Dean of Research on the email ([umenon@email.arizona.edu](mailto:umenon@email.arizona.edu)). Follow the dates that auto-populate in the ITS form and work closely with the grants administrator assigned to you from UAHS



Contact Jennifer Hulbert to schedule a meeting with the Associate Dean for Research ASAP ([jhulbert@email.arizona.edu](mailto:jhulbert@email.arizona.edu))



Arrange with Associate Dean for Research ([umenon@email.arizona.edu](mailto:umenon@email.arizona.edu)) to have a Mock Review or other form of review of your proposal, timed to align with your submission due date. You *must* have your grant proposal reviewed by a senior faculty member in the College



Send budget to Associate Dean for Research for review before routing through UACCESS



Proposal is due to UAHS 4 days PRIOR to the due date to Sponsored Programs (no exceptions please).