

PRE-CONTACT APPROVAL FORM

Faculty/Staff Initiated Research/Projects to Foundations/Corporations – Please complete the form; obtain necessary signatures and mail to **Janine Manning, Foundation Relations, 106 Bedford, Portland** for approval. Janine will contact you to let you know the results. If approval is given, OSP will need to be contacted for budget approval and USM signoff. Approval should be requested 30 days prior to the deadline.

Name _____ Phone _____ E-mail _____

Campus Address _____ School/College/Department _____

Project Abstract: (use other side for additional space)

| Funder/Sponsor To be Approached | Amount to be Requested <small>(Approximate Figure)</small> | Type of Approach <small>A = Letter of Intent B = Pre-proposal Date C = Full Proposal</small> | Estimated Submission Date | Approved/ Clearance Deadline | Denied/Future Availability |
|------------------------------------|--|---|------------------------------|---------------------------------|--------------------------------|
| 1. _____ | _____ | _____ | _____ | <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |
| 2. _____ | _____ | _____ | _____ | <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |
| 3. _____ | _____ | _____ | _____ | <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |
| 4. _____ | _____ | _____ | _____ | <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |
| 5. _____ | _____ | _____ | _____ | <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |

Department Chair/Director Signature _____ Date _____ School/College Dean Signature _____ Date _____

Advancement Approval _____ Date _____ Provost Signature _____ Date _____

This approval is not the final submission approval. The Blue Sheet form and signatures are still necessary for all grants.

For additional copies of this form, please visit <http://www.usm.maine.edu/osp/forms.html>