

# SO YOU'RE READY TO START THE GRANT DEVELOPMENT PROCESS

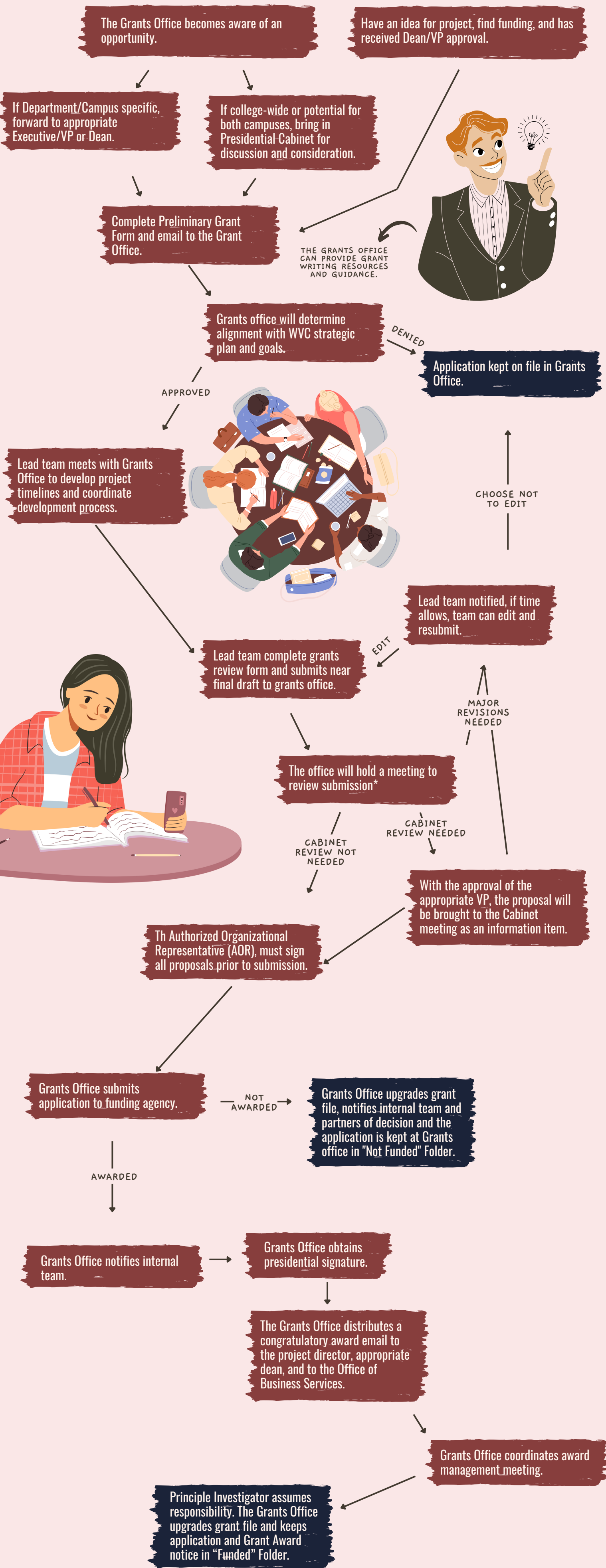


The grant development process is time intensive and typically requires the production of many supporting documents. It is vital to begin this process at least one month before the submission deadline.

PRE-APPROVAL

PRE-AWARD

POST AWARD



\*The Grant Review Team reviews all grants but will only approve those that meet the following criteria:

- o Total budget of \$49,999 or less.
- o If the grant will NOT result in creation of a new staff or faculty position
- o If the grant will NOT redefine or reclassify the status of a given position
- o No commitment of matching funds or in-kind contribution of institutional resources.
- o If the grant funded activity will only be for one fiscal year or less.

The cabinet reviews grants that are \$50,000 or more or that involve significant partnerships or sustainability requirements. The Grant Review Team reviews the proposal for these grants first and makes a recommendation to Cabinet.

Renewals of existing projects or amendments to current projects will undergo an abbreviated review coordinated by the office of institutional effectiveness to ensure that all affected departments are aware of changes in budget information or project activities