

What to Send to AAH Research Support

All proposals reviewed by AAH will require the following:

- Scope of Work (Proposal Narrative)
- Itemized Budget
- Itemized Budget Justification
- All forms, appendices, etc requested by the sponsor's guidelines
- Proposal Processing Form signed by the Principal Investigator, co-Principal Investigators, and Department Heads (AAH Research Support is responsible for obtaining the Dean level signatures).

If one of these requirements is not needed, our office will notify the principal investigator. Otherwise, all of the above elements are required. If they are not present, the proposal will take considerably longer to process, as the missing elements will have to be obtained.

Our office strives to increase the quality of proposals submitted by Clemson University. Research Support desires a relationship with principal investigators throughout the pre-award process in order to expedite final reviews and submission authorization.

Electronic submissions via FastLane (NSF), email, www.grants.gov, etc will be directly submitted to the sponsor by the Office of Sponsored Programs (OSP), and are not to be submitted by the principal investigator. OSP will notify the principal investigator of the proposal's authorization.