



Proposal Routing Form

Please complete this form prior to routing in Maestro only if the proposal requires cost sharing and/or development of new course or curriculum or modifications of existing course offerings.

Date of request:	
Department:	
Principal Investigator:	
E-mail Address:	
Project Title:	
Sponsor:	

Part A. Cost Sharing Request (Grant Coordinator signature is required)

Total Estimated Budget:	
Amount Requested for Cost Sharing:	
Is cost sharing required by the sponsor:	

Description	In-Kind	Cash	Acct#
Salaries & Wages:			
Salaries & Wages #2:			
Benefits:			
Supplies:			
Equipment:			
Other Direct Cost:			
F&A (Indirect) Cost:			
3 rd Party Cost Share:			
Total Cost Share:			

Justification and detailed explanation if cost sharing is not required by sponsor:



Part B. New Course/Curriculum Development

Does proposal include new course or curriculum development or any modifications of existing courses/curriculum?	
If yes, briefly describe below the proposed effort, including new course offering frequency, changes to current course offering frequency or changes to program or course curriculum as appropriate	

Part C. Approvals

<i>Name</i>
<i>Principal Investigator</i>

<i>Name</i>
<i>Department Chair</i>
<i>Approved:</i> <i>Yes</i> <i>or No</i>

<i>Name</i>
<i>Grant Coordinator</i> <i>(if Cost Sharing is requested)</i>
<i>Approved:</i> <i>Yes</i> <i>or No</i>

<i>Name</i>
<i>Dean</i>
<i>Approved:</i> <i>Yes</i> <i>or No</i>