



## PRELIMINARY GRANT DEVELOPMENT GUIDE

In an effort to ensure that your proposed externally supported project is consonant with the university's and your department's, center's, or college's mission and goals, the following information is essential. This information will also guide the Office of Grants and Contracts (OGC) in assisting you in identifying (an) appropriate funding source(s) to support your project and/or in providing service and support to you throughout the grant development process. Please refer to the OGC website ([www.nova.edu/ogc](http://www.nova.edu/ogc)) for further information about pursuing external support.

Principal Investigator/Project Director: \_\_\_\_\_

Department/College/Center: \_\_\_\_\_

Have you identified one or more possible funding sources for your proposed project?

If yes, please identify:

- Specific funding agency \_\_\_\_\_
- Award amount or range \_\_\_\_\_
- Due date \_\_\_\_\_

What is the working title of your proposed project? \_\_\_\_\_

Please provide a 75-100 word description of your proposed project: \_\_\_\_\_

Does your project involve cost sharing, matching funds, or any other financial commitments on the part of the university? If so, please describe what is involved and the source of the funds you intend to use: \_\_\_\_\_

Please list the internal resources (e.g., space, equipment, materials, etc.), other than those for which you are requesting grant support, which you anticipate will be necessary to achieve the goals and objectives of your proposed project. Please attempt to be as specific as possible: \_\_\_\_\_

Do you anticipate collaborating with (an)other center(s)/college(s) within the university? If so, please specify: \_\_\_\_\_

Do you anticipate partnering or collaborating with entities external to the university? If so, please specify: \_\_\_\_\_

**I give my approval for this faculty member to proceed with the development of this project for submission to an external funding source.**

\_\_\_\_\_  
 Signature of Department/College/Center Dean