

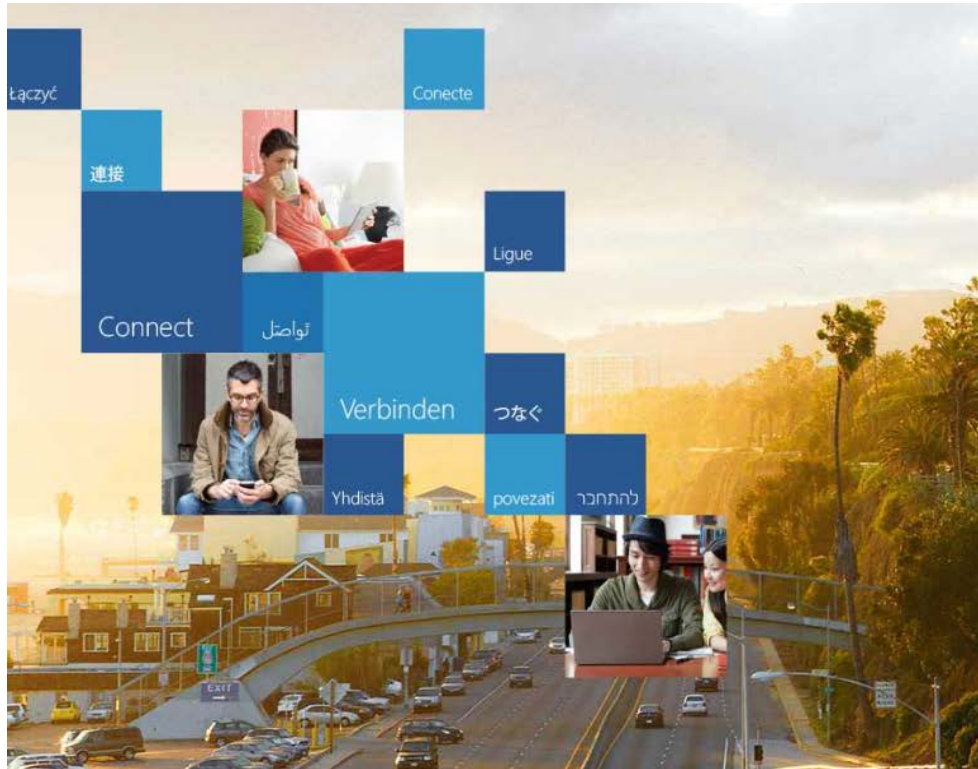
IMPORTANT - Please note:

- When you first log into SharePoint, check the box “keep me signed in.” This should prevent your session from being timed out.
- Information is saved by clicking the “Save/Submit” button at the bottom of the application. Once the application has been saved, you may go back and edit the application. Save information frequently.

IMPORTANT - Please note:

- In order to save the application at ANY point, you MUST do the following:
 - Put at least one character in all required application fields.
 - Upload at least one attachment (but note there are multiple required attachments)
 - Do not exceed character limits.
- If you attempt to exit the application, if the application times out, or if the window is closed prior to saving your application, **your information will be lost.**

Use Internet Explorer to access/complete the online application.



Work or school, or personal Microsoft account

alias@nova.edu X

Password

Keep me signed in

Sign in Back

[Can't access your account?](#)

1.

Sign in using your NSU credentials here

2.

To avoid time-out errors, click here.



Nova SharePoint Online

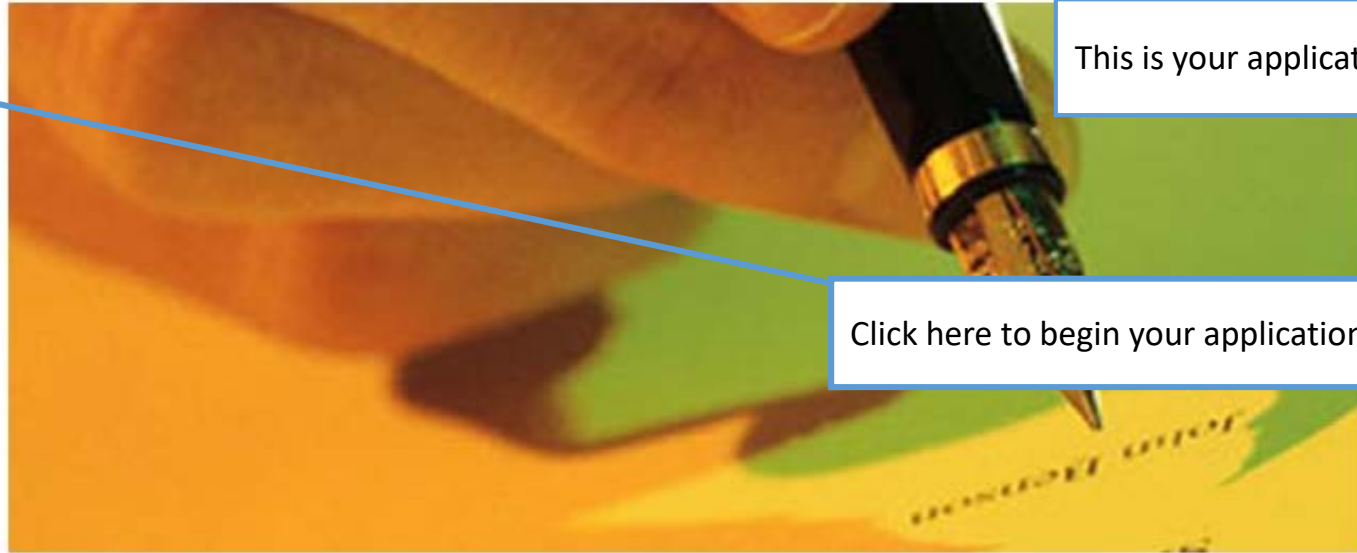
College

Administrative Units ▾

Applications

President's Faculty Research & Development Grant

My PFRDG Application



This is your application home page.

Click here to begin your application.

3.

4.

- [Dean's Commitment Form](#)
- [PFRDG Guidelines/Request for Applications](#)
- [PFRDG Application Scoring Rubrics](#)

5.

Click here to create new application.

The screenshot shows a SharePoint interface. At the top, there is a blue navigation bar with 'Office 365' and 'SharePoint' labels. On the right side of this bar are icons for notifications (with a '1'), settings, help, and a user profile. Below the navigation bar is a search bar with the text 'Search this site'. The main content area features the NSU logo and the title 'My PFRDG Application'. Below the title, there are links for 'Nova SharePoint Online', 'College', 'Community Collaboration Database', and 'PFRDG'. A 'Site contents' section is visible on the left. The main content area contains a '+ new item or edit this list' button, which is highlighted with a blue box. Below this button is a search bar labeled 'Find an item'. A table header is visible with columns: ID, Title Of Project, PI Name, PI College Center, Type of Research, Budget Total amount requested, Created, Created By, Modified, and Modified By. Below the table header, a message states: 'There are no items to show in this view of the "PFRDG Application Form" list.'



President's Faculty Research & Development Grant Competition Proposal

Internet Explorer is the recommended browser for this application. In order to make this application savable, please first (1) answered required fields, (2) place characters in each text box, and (3) upload a preliminary attachment.

For further technical assistance, please refer to application instructions and the Applicant Training recording on BlackBoard.

Title Of Project *

(Not to exceed 81 characters, including spaces between words and punctuation)

Please indicate which track you are applying for: *

Name *

Department

Highest Earned Degree *

College/Center *

Position Title *

Telephone *

Email Address *

NSU Faculty/Named Personnel

6.

This is your application.

You may save your work and come back at a later time.

7.

Take note of tips and warnings here.

8.

Required fields are marked in a red asterisk.

Office 365 SharePoint

BROWSE EDIT SHARE FOLLOW

Attachments (Upload Files)

Instructions:
To Upload another file click the "attach a file" button to your right again.

[Click here to attach a file](#)

A least one (1) file upload is required.
(red dashes indicate required)

Files to upload:

- Required: Deans Commitment Form, Curriculum Vitae, References
- Optional Uploads: Images, Letters of Collaboration
- If applicable: Your most recently submitted PFRDG Final Report to OSP

JOIN THE FUNDING ALERT LISTSERV: A requirement of receiving a PFRDG award is to develop and submit a proposal for external support within 15 months of completion of the PFRDG project. To assist with this venture, the NSU Grant Writing Laboratory invites you to join our [Funding Alerts Listserv](#) that features external funding opportunities selected especially for NSU grant seekers.

IF YOU DO **NOT** WISH TO JOIN THE FUNDING ALERT LISTSERV, CHECK THIS BOX.

NOTE - PLEASE READ: Upon checking this box, you as the Applicant are confirming that the application has been completed and the information is accurate for publication and presentations. This application is ready to be sent out to be reviewed.

By **not** checking this box you as the Applicant will only save the application data and will return at a later time to Complete or Change the application Only (Please allow 30 seconds of idle time before returning to your application).

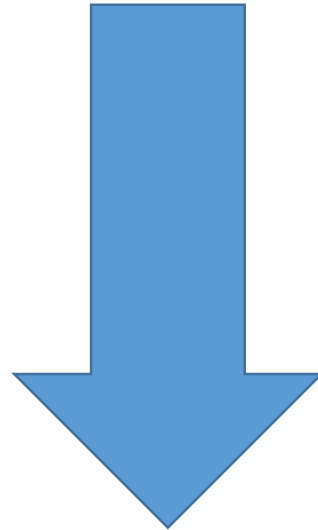
Check this box if this Application is ready to be submitted for Review.

Save/Submit Cancel

9.

Click here to save your application.

At the end of the application



10.

Attachments are added in this section.

11.

Remember to use PDFs for documents.


The screenshot shows a web application interface with a blue header bar. In the top right corner, there are icons for a notification (1), settings, help (?), and a user profile. Below the header, there are buttons for 'SHARE', 'FOLLOW', and a window icon. The main content area is titled 'Attachments (Upload Files)'. It contains an 'Instructions:' section with a red dashed border, stating: 'To Upload another file click the "attach a file" button right again.' Below this, it says '(1) file upload is required. (indicate required)'. There is a list of 'Files to upload:' with the following items: 'Required: Deans Commitment Form, Curriculum Vitae, References', 'Optional Uploads: Images, Letters of Collaboration', and 'If applicable: Your most recently submitted PFRDG Final Report to OSP'. A blue callout box points to a button that says 'Click here to attach a file'. Below the file upload section, there is a paragraph about joining the 'FUNDING ALERT LISTSERV'. It states: 'A requirement of receiving a PFRDG award is to develop and submit a proposal for external support within 15 months of completion of the PFRDG project. To assist with this venture, the NSU Grant Writing Laboratory invites you to join our Funding Alerts Listserv that features external funding opportunities selected especially for NSU grant seekers.' Below this, there is a checkbox labeled 'IF YOU DO NOT WISH TO JOIN THE FUNDING ALERT LISTSERV, CHECK THIS BOX.' with a red note: 'NOTE - PLEASE READ: Upon checking this box, you as the Applicant are confirming that the application has been completed and the information is accurate for publication and presentations. This application is ready to be sent out to be reviewed.' At the bottom, there is another checkbox labeled 'Check this box if this Application is ready to be submitted for Review.' with a red note: 'By not checking this box you as the Applicant will only save the application data and will return at a later time to Complete or Change the application Only (Please allow 30 seconds of idle time before returning to your application)'. At the very bottom, there are two buttons: 'Save/Submit' and 'Cancel'.

BROWSE EDIT

SHARE FOLLOW

Attachments (Upload Files)

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 Click here to attach a file

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Check this box if this Application is ready to be submitted for Review.

Save/Submit Cancel

12.

Check here when you are ready to submit.

13.

Click here to submit your application.