

## Pre-Submission

- Letter of Intent

**Submission Deadline (received by ‘Contact’  
for CP committee and NFO):**

**August 1, 2007, 5:00 PM (EDT)**

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### Check-list of Required Items for Proposed Research Projects Submitted to Coordinated Project Committee

- Plan of Work (should not exceed three pages; starts with ‘Plan of Work’ Form as page 1)
- Current and Pending Support Page
- Curriculum Vitae and Publication List (See page 13 for applicability)
- Proposed Research Project Budget Justification Form (complete all relevant sections)
- Proposed Research Project Budget Page (sign and date)

**Submission Deadline:** To be set by CP Committee following the receipts all of Letters of Intent.

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### Check-list and Order of Required Items for Final Coordinated Project Pre-Proposal

*(To be completed by CP Committee)*

- Check-list of Required Items for Coordinated Project Pre-Proposal (completed and signed by CP Leader (i.e. ‘Contact’))
- Application for Funding Cover Page– Signatures from all members of CP committee required (*See page 3 for guidelines on faxed signatures.*)
- List of Collaborators Form (list all Collaborators included in CP Pre-Proposal)
- Outline of Coordinated Project
- Project Description (includes all components of ‘Proposed Research Projects’ received from each collaborator, alphabetical order by last name)
- Combined Coordinated Project Pre-Proposal Budget Page – **CP leader’s signature is required** (*NOTE: this budget form should combine budget requests from all collaborators.*)

**Submission Deadline (received by NFO):**

**October 16, 2007, 5:00 PM (EDT)**