

## IMPORTANT DATES/DEADLINES

### Pre-Registration/EPS System

- STEP 1: Setting up User access to EPS System
- STEP 2: Proposed Research Form

<b>Pre-Registration Begins:</b>	<b>August 3, 2015</b>
<b>EPS System Opens:</b>	<b>August 5, 2015</b>
<b>Pre-Registration Ends:</b>	<b>August 31, 2015</b>

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### Check List of Required Items for Individual Project Pre-Proposals

- **FILE 1: Project Pre-Proposal**
  - Application for Funding Cover Page
  - Project Summary (*should not exceed 400 words*)
  - Project Description (*five pages or less written text; ten pages or less in total including figures and tables*)
  - References to Project Description
  - Facilities and Equipment
  - Description of Collaborative Arrangements
  - Letters of Intent from each collaborator and/or Co-PI
  - Budget Justification Forms (*complete all relevant sections*)
  - Budget Page (*e-signature required*)

NOTE: Use either Individual Project Budget Page or Multi-PI Budget Worksheet forms. If the 'Multi-PI Budget Worksheet' is used, it should be upload separately (from File 1) to the EPS System.
- **FILE 2: Curriculum Vitae and Publication List (*PI and Co-PIs*)**
- **FILE 3: Current and Pending Support Form (*PI and Co-PIs*)**

**Submission Deadline:** **September 11, 2015**