

# RDC Major Grants Program

## Authorizing Signatures Page

Research projects involving human subjects, animals, hazardous materials or any of the following listed items can be submitted to the RDC without the relevant approvals in place. If the project is funded, approvals must be obtained by the appropriate University committee **before** funds are released.

After completing the application through the online system, print the application from within the system as instructed on the Print and Submit page. A paper copy of the entire application must be routed for review and approval signatures through the appropriate chair(s) and dean(s) before it will be considered for review. Send the fully signed application form to the RDC Major Grants Program, c/o Office of Research and Sponsored Programs, Box 70565.

Do not edit your application in any way between the time of printing the final copy of your application for authorizing signatures and the time of officially submitting your application within the online system.

After you have submitted your application within the online system AND after the Office of Research and Sponsored Programs has received the hard copy of the application and this fully signed Authorizing Signatures page, your application will electronically be routed to the RDC Committee for review.

After the submission deadline is reached, all applications that have been received by ORSPA in hard copy, and that include proper signatures, will be forwarded to the RDC Committee and its ad hoc reviewers. Please allow at least 6 weeks for the review process to be completed. Award letters will be sent to all successful grant applicants; unsuccessful applicants also will be notified in writing. If your proposal is not funded, the RDC encourages you to request the reviewers' comments from the Vice Provost for Research, revise your proposal according to the comments, and resubmit your proposal during the subsequent funding cycle.

### REMINDER

RDC Major Research Grants are awarded on the basis of justification for the research proposed to maximize possibilities for future funding and exposure of ETSU in the literature. The Guidelines of the application as given in the online application system are meant to encourage such leveraging of ETSU funds. **Grant proposals that do not follow the guidelines will not be reviewed.**

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Principal Investigator

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Co-Investigator

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Department Chair

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Department Chair

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Dean

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