

## ALVSCE GRANTS AND ROUTING TIMELINE GUIDE (April 4, 2019)

### Please note:

1. The routing process below is required in order to **apply for** and **receive ANY** funds through extramural competitive grants and submissions are **NOT** guaranteed if the timeline below is not adhered to

**Minimum of 15 business days before Sponsor deadline**

**(Projects with Subawards: 20 business days before Sponsor deadline)**

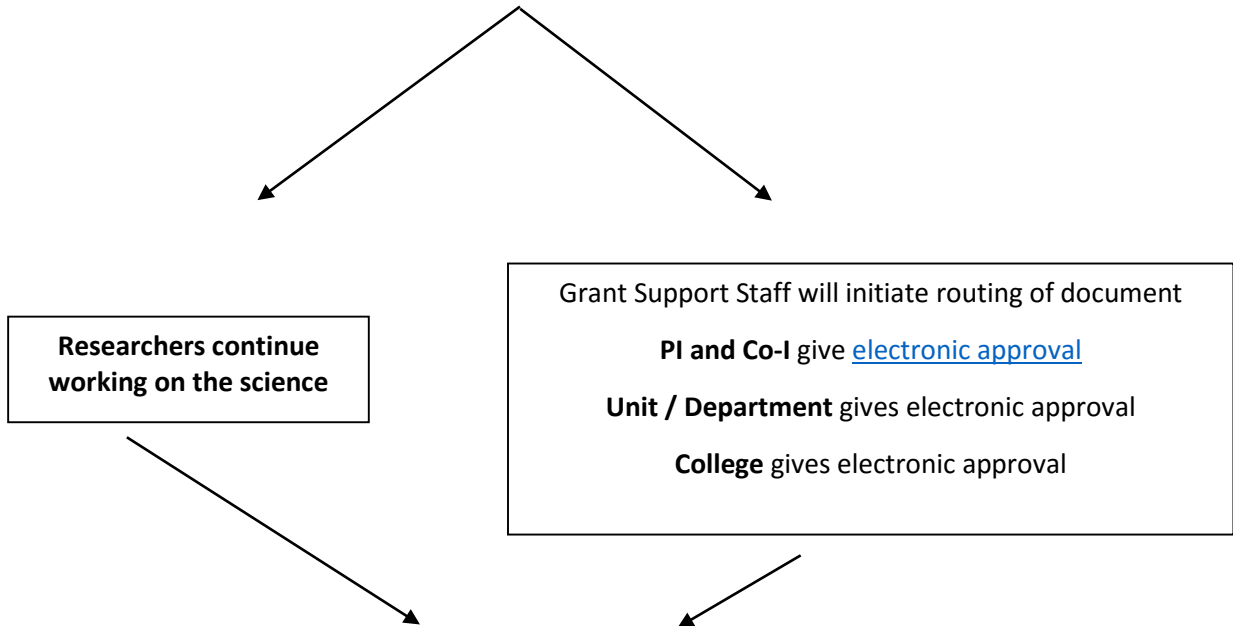
Provide unit [Grant Support Staff](#) with Funding Opportunity **Announcement and a Budget outline**

Using the above information, the Grant Support Staff will help you build budgets, budget justifications and other non-science related documents in the sponsor requested format

**Minimum of 8 business days before Sponsor deadline**

Provide unit [Grant Support Staff](#) with the following

- |   |   |
|---|---|
| <ul style="list-style-type: none"><li>• Project <b>Title</b></li><li>• Project Start and End <b>dates</b></li><li>• Project <b>Abstract/Summary</b></li></ul> | <ul style="list-style-type: none"><li>• <b>Budget</b> &amp; final documents from any <b>subawards</b></li><li>• <b>Budget Justification</b></li><li>• <b>PI/Co-I</b> distribution of credit and F&amp;A</li></ul> |
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**As per UA policy a minimum of 3 full business days before Sponsor deadline**

**Approved routing document** in the [UAccess](#) Research system and **complete grant proposal package** are submitted to UA Sponsored Projects

Has to be **submission ready** (no edits to **any** document, financial or scientific, unless requested by [UA Sponsored Projects Services](#))



UA Sponsored Projects gives **FINAL** approval and **submits** or approves grant for submission to Sponsor