COS Huron Proposal Form

General Proposal Information			
Type of Application: Is this award being transferred from another institution?		YES	NO
Is this a Pre-Proposal, Letter of Intent, or White Paper?		YES	NO

Short Title: Enter a descriptive name for the project (50-character maximum). You can use the sponsor's short title or any other name. (To avoid confusion, use unique titles for the short and long titles). The short title identifies the project throughout Huron Grants, such as in project listings and workspaces.

Long Title: Enter the full title of this project. If this will be an SF424 application, the long title will be mapped to the appropriate blanks in the SF424 forms. There is a 255-character maximum length.

Principle Investigator/Project Lead/Fellow Name: If this is a fellowship, please provide name of the mentor.

Direct Sponsor: *(who disburses funds directly to UCF)*	
Prime Sponsor: *(specify a prime sponsor, only if this is a subaward)*	
Solicitation Link or Funding Opportunity #:	
Instrument Type:	
Primary Purpose of this Project:	
Expected Start Date:	**Expected End Date:**
Sponsor's Submission Deadline:	
Research Purpose: *(for more information, see:)* https://ucf4.huronresearchsuite.com/Grants/app/portal/HelpContent?ContentId=ContentFor_VIEW8DBA13A6819E3D2_customAttributes.customExtension.customAttributes.purpose **Research Keywords (Please enter up to 5 keywords for this project)**	
COS Internal Deadline (10 business days before sponsor deadline): If missed, complete 10-Day Proposal Submission Waiver Request	**OR Internal Deadline** (5 business days before sponsor deadline): If missed, complete 5-Day Proposal Submission Waiver Request

Personnel						
Project Personnel: Please list all individuals who will be working on the project. For more information on Conflict of Interest (COI), see http://www.coi.ucf.edu.						
Individual's Name	Dept (PHY, CHEM, NSCM)	Individual's Role (PI, Co-PI, GRA)	Research Credit %	Is this person responsible for the design, conduct or reporting activities? Yes/No	Do you or his/her spouse have a financial or contractual interest related to this research?Yes/No	I certify that the information here is true, complete and accurate to the best of my knowledge. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties.
Ex: Last Name, First, PI Last Name, First, Co-PI	BIO STAT	PI Co-PI	75% 25%	Yes No	Yes No	
Modular Budget (for NIH only)?	Yes	No	N/A			

External Collaborations

Do you plan to collaborate with other institutions? If YES, please list the following: Yes   No

Institution	PI	PI Email	Research Administrator (RA)	RA Email

Compliance Review

	Yes	No		Yes	No
Are human subjects involved in this project? Is this a clinical trial? ☐ Yes ☐ No IRB Protocol submitted? ☐ Yes ☐ No IRB Protocol #: _____	Yes	No	Are laboratory animals involved in this project? IACUC review status of this research: ☐ Approved ☐ Pending ☐ Not yet submitted IACUC approval date: _____ IACUC protocol #(s): _____	Yes	No
Human embryonic stem cells involved in this project? Cell Line(s): _____ Registration #(s): _____ OR ☐ Stem cell from the registry will be used	Yes	No	Hazardous materials involved in this project: Safety committee review status of this research: ☐ Approved ☐ Pending ☐ Not yet submitted Safety committee approval date: _____ Registration #: _____	Yes	No
Will human specimens/data be needed/or obtained from living individuals for the project?	Yes	No	Recombinant DNA involved in this project: IBC review status of this research: ☐ Approved ☐ Pending ☐ Not yet submitted IBC approval date: Primary _____ IBC protocol #: Additional _____ protocol #(s): _____	Yes	No
Will materials and/or proprietary information be exchanged with an external collaborator? If YES, please describe:	Yes	No			
Will subrecipients be involved? If YES, please indicate organization(s):	Yes	No	Does this project involve IP obtained under a licensing agreement from another entity?	Yes	No
Will there be individuals on campus who are not UCF employees?	Yes	No	Will foreign nationals be working on the project?	Yes	No
Does the project involve a large number of animals or any procedures outside of the AVMA guidelines?	Yes	No	Do you require additional space to perform the project?	Yes	No
Will the project include a collaboration with the VA and/or propose use of VA facilities, resources and/or patients or patient samples/ data?	Yes	No	Will you need to access external datasets to perform the project?	Yes	No
Will this project require release time? If YES, please indicate percentage (%):	Yes	No	Does your project require or propose renovations to existing UCF facilities?	Yes	No
Does the project proposed activities that are export controlled?	Yes	No	Does the project propose the use of radioactive materials?	Yes	No
Can information about this submission be disclosed?	Yes	No	Does the project propose the use of radioisotopes?	Yes	No

Additional Proposal Information

Required Resources: Additional Space   Course Release   External Datasets   Renovations

NOTE: If yes to any of the Required Resources questions, you will receive instructions from COS Pre-Award on the next steps in Huron.

Office of Cyber Risk Management (OCRM) Compliance Questions

Please visit https://ocrm.research.ucf.edu or contact ResearchOCRM@ucf.edu for additional information and resources.

If "Yes" is answered to the questions below, COS Pre-Award will create an ancillary review to the Office of Cyber Risk Mgmt. team for additional assistance.

1) Does this project involve Basic Safeguarding of Covered Contractor Information Systems as defined in Federal Acquisition Regulation 52.204-21 or cybersecurity requirements for Restricted Data as defined in UCF policy 4-008? *Requirements for basic safeguarding can be identified through reference to FAR 52.204-21 or DoD's Cybersecurity Maturity Model Certification (CMMC) Level 1. There may also be a short list of items (15-17) included.*	Yes	No
2) Does this project involve protection of Controlled Unclassified Information (aka: CUI/CDI/CTI/EXPT) or cybersecurity requirements for Highly Restricted Data as defined in UCF policy 4-008?	Yes	No
a. Budget has been reviewed with OCRM for information security compliance needs of on-premises and/or cloud resources?	Yes	No
b. PI and research team are aware of requirements to use Knight Shield, complete annual training, and a Research Project System Security Plan prior to commencement of award? *Requirements to protect Controlled Unclassified Information (CUI) or what DoD calls Covered Defense Information (CDI), and data such as Controlled Technical Information, Export Controlled, and Public Health Information, can be identified by name or through reference to standards and regulations such as NIST SP 800-53, NIST SP 800-171, DFARS 252.204-7008, 7009, 7012, 7019, 7020, or 7021, or DoD's Cybersecurity Maturity Model Certification Level 2 or Level 3.*	Yes	No

Research Cyberinfrastructure (RCI) Questions

Please visit https://rci.research.ucf.edu/ or contact ResearchIT@ucf.edu for additional information and resources.

If "Likely" is answered to any of the questions below, COS Pre-Award will create an ancillary review to the Research IT (Cyberinfrastructure) team as soon as possible for potential budget considerations.

1) Does your project require the use of cloud computing services? Examples include running data models, data analysis, visualization, or storing data in Amazon Web Services (AWS), Microsoft Azure, or Google Cloud Platform (GCP).	Likely	Unlikely
2) Does your research involve any large-scale data transfers to any other institution or facility?	Likely	Unlikely
3) Do you need to hire developers, a project manager or other technical talent for your research?	Likely	Unlikely
4) Does your work involve storing large amounts of data to be managed by UCF? For example, if dealing with datasets in the order of hundreds of terabytes or more than a petabyte.	Likely	Unlikely
5) Does your research project have a Data Management Plan or NIH Data Management Sharing Plan or similar that describes how you will manage, provision & deprovision access to, store, secure, share & disseminate, and preserve & archive your data?	Likely	Unlikely

6) Does your research require the use of advanced computational resources? Examples include:
   a. High Performance Computing (HPC) – using UCF's available computational clusters (Advanced Research Computing Center's Stokes and Newton clusters)
   b. Use of UF's HiPerGator AI for scalable artificial intelligence and high-performance data analytics
   c. Distributed High-throughput computing (HTC) to process large number of independent computations
   d. Computational resource allocation request through National Science Foundation's ACCESS program
	Likely	Unlikely

Principal Investigator Endorsements

I will abide by applicable sponsor and Institution regulations in the conduct of the program, including provision of timely reporting per terms of the award. For multi-year awards with automatic renewals (no interim progress reporting required), this form will serve the term of the award.

PRINCIPAL INVESTIGATOR/PROGRAM DIRECTOR ASSURANCE: I certify that the statements herein are true, complete and accurate to the best of my knowledge. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. I agree to accept responsibility for the scientific conduct of the project and to provide the required progress reports if a grant is awarded as a result of this application.

PI (Typed/Printed):		PI Signature:	

Research Purpose

The research community completes this question, and the answers should be carefully considered prior to making a selection. The university uses the response to this question to ensure the appropriate applicability of the type of research and F&A rate, and complete the annual NSF HERD Survey, which reports UCF's R&D expenditures by field of research and source of funds. This information is also contained in the university's audited financial statements and the Schedule of Expenditures of Federal Awards.

Reminder: The purpose selected in this question should align with the "Primary Purpose of the Project" . See the matrix below for more information.

If this Primary Purpose is selected…	Only select these Research Purpose option(s):	Definition:	Program Code worktags
Organized Research On-Campus	R&D Applied Research (APRE) R&D Basic Research (BARE) R&D Clinical Research (CLIN) R&D Development (DEVL)	**R&D Applied Research (APRE)** - Systematic study to gain knowledge or understanding to meet a specific recognized need. **R&D Basic Research (BARE)** - Systematic study directed toward fuller knowledge or understanding of fundamental aspects of phenomena and observable facts without specific applications towards processes or productions in mind. **R&D Clinical Research (CLIN)** - A human subjects research study, the primary purpose of which is to assess the safety and/or efficacy in humans of a drug, device, diagnostic, treatment, preventive measure, or similar intervention through testing of the intervention on patients in a clinical setting. **R&D Development (DEVL) -** Systematic use of knowledge or understanding gained from research directed toward production of useful materials, devices, systems, or methods,	**PG21 Institutes & Research Centers**** **PG22 Individual/Project Research** ****Must be Board of Governors approved Institutes & Centers; otherwise, use PG22.**

If this Primary Purpose is selected…	Only select these Research Purpose option(s):	Definition:	Program Code worktags
		including design & development of prototypes & processes. **Note:** Organized Research also includes training of individuals in research techniques in the same facilities where research and development activities occur ("research training").	
Organized Research Off-Campus	R&D Applied Research (APRE) R&D Basic Research (BARE) R&D Clinical Research (CLIN) R&D Development (DEVL)	As defined above for each category where the research conducted in space not owned by the University (51% or more) and not otherwise paid for by the University from University funds.	**PG21 Institutes & Research Centers**** **PG22 Individual/Project Research** ****Must be Board of Governors approved Institutes & Centers; otherwise, use PG22.**
Instruction On-Campus	Instruction (INST)	**Instruction (INST)** - Activities that support curriculum development as well as teaching/training activities (other than research training) whether offered for credit toward a degree or certificate, on a non-credit basis, or through regular academic departments or by separate divisions, summer school, or external division. **Note:** Training of individuals in research techniques in the same facilities where research and development activities occur is considered Organized Research.	**PG11 General Academic Instruction**

If this Primary Purpose is selected…	Only select these Research Purpose option(s):	Definition:	Program Code worktags
Instruction Off-Campus	Instruction (INST)	Activities that support curriculum development as defined above except the activities are conducted in space not owned by the University (51% or more) and not otherwise paid for by the University from University funds.	**PG11 General Academic Instruction**
Other Sponsored Activities On-Campus	Other Sponsored Activity (OSA)	**Other Sponsored Activity (OSA)** – Programs or Projects that involve the performance of work other than Instruction or Organized Research. This may include health service projects, community and public service projects, and other miscellaneous support activities.	**Multiple Codes available but may not use:** **PG11 Instruction or PG21/PG22 Research**
Other Sponsored Activities Off-Campus	Other Sponsored Activity (OSA)	Programs or Projects that involve the performance of work other than Instruction or Organized Research where the program or projects are conducted in space not owned by the University (51% or more) and not otherwise paid for by the University from University funds.	**Multiple Codes available but may not use:** **PG11 Instruction or PG21/PG22 Research**
Management Fee	Research Foundation – Conference (CONF) Research Foundation – Sponsorship/Other Agreements/Donations (SOAD) Research Foundation – UCF Foundation Managed Accounts (UFMA)	**Research Foundation – Conference (CONF)** – Accounts used to receive registration/participant fees related to a conference or workshop. The fees collected are then used to offset the expenditures associated with the conference or workshop. **Research Foundation – Sponsorship/Other Agreements/Donations**	

If this Primary Purpose is selected…	Only select these Research Purpose option(s):	Definition:	Program Code worktags
		(SOAD) – Research donations for charitable purposes, sponsorships for research and/or other sponsored activity events, such as conferences, seminars, and workshops. **Research Foundation – UCF Foundation Managed Accounts (UFMA)** – For use by Research Foundation employees only. These accounts represent funds received by the UCF Foundation but transferred to the Research Foundation for management and administration under the requirements of UCF Policy 4-210.	