

Approval of Sponsored Program Application/Awards (Dollars provided to Barry University)

FACULTY/STAFF sends email to **DEAN/VP** requesting approval. Attachments must include sponsor solicitation and a completed transmittal form.

DEAN/VP reviews information with **FACULTY/STAFF** member, approves submission, signs transmittal & forwards in an email to grants@barry.edu
Occurs at least 30 days prior to submission deadline

GSP contacts **FACULTY/STAFF** member to develop budget & will request **DEAN/VP** approval

GSP submits Transmittal & Budget to **PROVOST**

Upon **PROVOST** approval, **GSP** contacts **FACULTY/STAFF** member to develop application

FACULTY/STAFF member develops final application and submits application to **GSP**
Occurs at least 5 days prior to submission deadline

GSP submits application to agency

GSP obtains notification of award/denial & works with **FACULTY/STAFF** member & **FGM** to accept award

FGM sets up internal account and works with **FACULTY/STAFF** member to manage award.