**GEORGIA INSTITUTE OF TECHNOLOGY**  
**SPONSORED PROGRAMS/RESEARCH PROPOSAL AUTHORIZATION ROUTING FORM**  
**FY2012 (v2.0)**

**DEPT./LAB PROPOSAL TRACKING NUMBER:**  
**INVESTIGATOR DATA**  
**PROJECT DIRECTOR/PRINCIPAL INVESTIGATOR (DR./MR./MRS./MISS/MS.):**  
**PHONE:**  
**CAMPUS ADDRESS & MAIL CODE:**

**E-MAIL:**  
**LABORATORY, CENTER, COLLEGE OR SCHOOL:**  
**DEPT. ORG ID (REQUIRED):**

**Co-PD/PI (S):**  
**PHONE:**  
**CAMPUS ADDRESS & MAIL CODE:**

**E-MAIL:**

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**SPECIAL REVIEW CHECKLIST:**  
**THE PROPOSAL SUBMITTED INVOLVES THE FOLLOWING**

Yes No

- [ ] Human Subject Research?  
  - [ ] IRB Protocol Number:  
  - [ ] Expiration Date:

- [ ] Vertebrate Animals?  
  - [ ] IACUC Protocol Number:  
  - [ ] Expiration Date:

- [ ] Recombinant DNA?  
  - [ ] IBC Registration Number:  
  - [ ] Expiration Date:

- [ ] Biological agents:  
  - [ ] Infectious or pathogenic agent(s)  
  - [ ] Human tissues or bodily fluid  
  - [ ] Other biological materials

- [ ] Physical Agents:  
  - [ ] Chemicals  
  - [ ] Sharps  
  - [ ] Laser  
  - [ ] Radiation  
  - [ ] Thermal agent

- [ ] Materials Transfer Agreement (MTA)

- [ ] Professional Education Program (if yes, please route to DLPE)

- [ ] Subaward(s) are proposed

- [ ] Teaming Agreement

- [ ] Research involves export of info or materials to another country

- [ ] Research involves a foreign sponsor or collaborator, or will be performed in whole or in part outside the U.S.

- [ ] Contract anticipated to contain restrictions on publication or the use of Foreign Nationals

- [ ] Involves the use of pre-existing (background) intellectual property  
  - [ ] Georgia Tech's  
  - [ ] Third Party's – explain in comments section.

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Additional text:

Applicants may request a deferral to submit a funding proposal without an approved protocol as required by GT policy. Requests must be made in writing to your Contracting Officer who will obtain institutional approval for such action.

**NOTE:** No awards will be accepted without an approved GT protocol in place.

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ROUTING AND APPROVALS FOR COMPLETED PROPOSAL

REQUIRED
1. Principal Investigator/Project Director and Co-Principal Investigator or Co-Investigator (if applicable)

RESPONSIBILITIES
Preparation of technical data and budget.
Obtain all required approvals.

I certify that the information on this form is accurate and complete as of this date. I agree to accept responsibility for scientific and technical conduct of this project and for provisions of required technical reports if a grant or contract is awarded as a result of this application. If an award is made as a result of this proposal, I will administer it in accordance with the policies of the sponsor and of Georgia Tech as applicable.

I certify that I have read and understand the Institute’s conflict of interest policy. To the best of my knowledge, all required financial disclosures were made; and I will comply with any conditions or restrictions imposed by the Institute to manage, reduce, or eliminate conflicts of interest.

PD/PI Signature Date

Co-Investigator 1 Signature Date

Co-Investigator 2 Signature Date

REQUIRED
2. Lab/School/Center Director*

RESPONSIBILITIES
Approval of Technical and Budgetary Content, Personnel, Equipment, and Space; review of this Proposal Routing Form.

Department/Lead unit Signature Date

Other department/unit Co-I 1 Signature Date

Other department/unit Co-I 2 Signature Date

SITUATIONAL
3. Dean/Director, GTRI Director, Other*

RESPONSIBILITIES
Approval of Personnel Assignments, Technical and Budgetary Content, Equipment and Space; and Special Considerations listed below.

Check all that apply:

- Foreign Sponsor
- Cost Sharing/GO-Funds
- Other Sponsored Activities
- Organizational COI Clause**
- Other (specify in Comments)

Dean/Director Signature Date

SITUATIONAL
4. Vice President for Research

RESPONSIBILITIES
Approval of special considerations such as IRB/IACUC/IBBB waivers to submit application prior to Institutional Compliance Approval.

Signature Date

REQUIRED
5. Office of Sponsored Programs (OSP)

RESPONSIBILITIES
General review for compliance with sponsor’s requirements, GIT/GTRC/GTARC policies and obligations, budget/contractual requirements. Provide transmittal letter and contract terms; arrange for reproduction, mailing, and internal distribution; maintain official file.

EXPORT REVIEW

Y N

Foreign Sponsor
Publication Restriction
Foreign National Delay Restriction
Non Disclosure Agreement
Fundamental Research Exemption (FRE)

Signature Date

SITUATIONAL
6. Executive Vice President For Research

RESPONSIBILITIES
Required if requesting Cost Sharing from the EVPR’s office.

Signature Date

* Steps 2 and 3 must be approved by all administrators responsible for personnel, equipment, and space involved.

** For GTRI, organizational Conflict of Interest (COI) clauses require GTRI Business Development Office (BDO) review and approval.

COMMENTS:

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________________________________________________________________________
________________________________________________________________________