

Pre-Submission

- PIs submit Letters of Intent (LOI)
**Submission Deadline (received by Chair
of CP Committee and NFO):** **July 31, 2009**
 - CPCs respond to PIs regarding acceptance of LOIs into CP **August 17, 2009**
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Pre-Registration

- Proposed Research Form: Information submitted on this form pertains to the proposed research being submitted and will be used by the NFO to configure the EPS System for each PI. **NOTE: This step should not be completed until you have received a response from the CPC to your Letter of Intent.**
- User Registration Form: The submission of this form will setup the PI's user account within the EPS System.

Registration Deadline: **August 31, 2009**

PI Check-list of Required Items for Proposed Research Projects Submitted to Coordinated Project Committee

- Plan of Work (should not exceed three pages; starts with 'Plan of Work' Form as page 1)
- Proposed Research Project Budget Justification Form (complete all relevant sections)
- Proposed Research Project Budget Page (sign and date)

**Submission Deadline - E-version received
by CPC Chair and the NFO):**

September 14, 2009

Submission Deadline – Paper Copy:

October 9, 2009

(Date received by CPC Chair)

Note: *If e-version submitted on 9/14 is different than final paper version, send updated e-version to CPC Chair and NFO by Oct. 9.*

PI Check-list of Required Items to be uploaded to EPS System

- Curriculum Vitae and Publication List
- Current and Pending Support Form

Submission Deadline (uploaded to EPS System)

September 22, 2009, 5:00 PM ET