

## IMPORTANT DATES/DEADLINES

### Pre-Registration/EPS System

- STEP 1: Setup User access to EPS System (*First time submitters only*)
- STEP 2: Complete Proposed Research Form

**Pre-Registration Begins:**

**July 29, 2019**

**EPS System Opens:**

**August 1, 2019**

**Pre-Registration Ends:**

**August 30, 2019**

### Check List of Required Items for Individual Project Pre-Proposals

#### ➤ FILE 1: Project Pre-Proposal

- Application for Funding Cover Page
  - Project Summary (*should not exceed 400 words*)
  - Project Description (*five pages or less written text; ten pages or less in total including figures and tables*)
  - References to Project Description
  - Facilities and Equipment
  - Description of Collaborative Arrangements
  - Letters of Intent from each collaborator and/or Co-PI
  - Budget Justification Forms (*details required for all sections and subsections where funds are being requested*)
  - Budget Page (*e-signature required*)
- NOTE: Use either Individual Project Budget Page or Multi-PI Budget Worksheet forms. If the 'Multi-PI Budget Worksheet' is used, it should be upload separately (from File 1) to the EPS System.

#### ➤ FILE 2: Curriculum Vitae and Publication List (*PI and Co-PIs*)

#### ➤ FILE 3: Current and Pending Support Form (*PI and Co-PIs*)

**Submission Deadline:**

**September 16, 2019**