

Philanthropic Research/ Project Identified

Principal Investigators (PIs) complete external funding request form.



Request Review

The form is submitted by PIs/staff. CFR reviews to see if funder is appropriate and ensures no duplication of efforts or submissions. CFR requests approval from PIs division Dean/VP. Request approvals and denials are shared with PIs, staff, ORS, and advancement leadership.



Proposal Materials

CFR works with PI/staff to develop draft of narrative application/proposal materials. ORS works with PI/staff to develop corresponding budget.



Grant Proposal Review

Faculty or Office of Research Services (ORS) staff complete this submission form to route a proposal and budget to relevant Department Chairs, Dean's offices, and other DePaul administrative units for review and approval in advance of transmitting the submission to an external funding agency. If ORS staff are completing this form on behalf of a faculty member, a copy of the draft proposal and budget are required from the DePaul Principal Investigator (PI)/ Project Director (PD).



Submission to Funder

Once proposal is approved, CFR works with PI to submit to funder by designated deadline.