

**WEST CHESTER UNIVERSITY**

**Outside Entity Intent to Apply for Grant Funding or Request for Letter of Support**

*This form must be completed and submitted prior to applying for any grant proposal requiring West Chester University's (WCU) involvement for which WCU is not the Lead Applicant.*

*For research proposals please provide the following attachments:*

- *An abstract of your research proposal which clearly states the purpose of the research, description of methods to be utilized.*

**Outside Entity Contact**

Outside Entity Name: \_\_\_\_\_

Address: \_\_\_\_\_

Name and Title of Contact Person \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_ e-mail Address: \_\_\_\_\_

**Funding Agency Information**

Name of Funding Agency or Organization: \_\_\_\_\_

Funding Agency Address: \_\_\_\_\_

Funding Agency Telephone Number: \_\_\_\_\_

**Information about the Proposal/Grant/Request**

Title of Grant Opportunity: \_\_\_\_\_

Due date of proposal: \_\_\_\_\_

Is this proposal a response to a specific Request for Proposals (Y/N)? \_\_\_\_\_

If no, how did you learn of this grant opportunity? \_\_\_\_\_

How much money are you requesting from this particular funding agency? \_\_\_\_\_

What are the proposed starting and ending dates for the project? \_\_\_\_\_

Please provide a brief description of the project/activities for which funding or letter of support is being sought, WCU's involvement, benefits to WCU, and if there is any cost to WCU, or services that would necessitate compensation to WCU, i.e. salary compensation for participants, etc.:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Please submit this form electronically to WCU's Office of Sponsored Research.**

**(E-MAIL: [jking@wcupa.edu](mailto:jking@wcupa.edu))**

*May 2006*