Proposal Attributes	White paper or Concept paper	Letter of Intent to apply (a/k/a "LOI")	Pre-Proposal		Full Proposal
			Simple Pre-Proposal	Complex Pre-Proposal	
	preliminary ideas or data presented to determine interest of sponsor in funding a project or program	informs sponsor of planned full proposal	informs sponsor of planned full proposal with greater programmatic detail	informs sponsor of planned full proposal with greater programmatic detail and <u>requires detailed budget and/or AOR approval</u>	comprehensive application for external support
Short Narrative - 1 - 5 pages	X	X			
Narrative with minimal other components (e.g., Biosketch, COA List)			X	X	
Statement of work and detailed budget & justification; current/pending support; biosketch/cv; facilities & environment, bibliography, etc					X
No budget or total cost estimate only	X	X	X		
Detailed line item budget				Y	X
OSP/BMRA signature is **optional** (per Sponsor instructions)	X	X	X		
OSP/BMRA signature is **required** (per Sponsor instructions)		Y		X	X

Processing Requirements	White paper or Concept paper	Letter of Intent to apply (a/k/a "LOI")	Simple Pre-Proposal	Complex Pre-Proposal	Full Proposal
No COEUS record needed	X	X	X		
COEUS record required		Y		X	X
PI or designee submits to sponsor	X	X	X	Y	
OSP/BMRA submits to sponsor				Y	X
5 day rule applies					X
3 day rule applies		Y		X	
5 or 3 day rule **does not** apply	X	X	X		

Key:
X= Required
Y= Sometimes required

Notes:

- If terms or conditions are included in sponsor's instructions or sponsor requires institutional signature, prior approval, review and submission by OSP/BMRA is mandatory.
- If sponsor restricts the number of applicants from Brown University, advance clearance from OVPR's Research Development Office is required.
- If there is any potentially patentable information, include markings that designate the information as confidential/ proprietary, and contact IECV.

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