

Office of Research

Approved by M. Mancuso, Vice-President (Academic and Provost), and John Livernois, Interim Vice-President (Research): May 28, 2014

C.1 University Approval to Submit Applications/Proposals to External Research Sponsors

1. Each application/proposal/submission to be submitted to an external research sponsor must be approved by an official University signing authority as defined by the University's Signing Authority Policy dated June 6, 2013 (available at [Signing Authority Policy](#)) before the application/proposal may be submitted.
2. Applications/proposals/submissions to be submitted for University authorization must be accompanied by a complete Research Proposal Approval ("OR-5") Form, which must be signed by the principal investigator, School Director/Department Chair (or designee), and College Dean (or designee). The meaning of each party's signature shall be in accordance with the '[Meaning of Signatures on OR-5 Form, Applications and Proposals](#)'.
3. The Office of Research will return signed applications/proposals/submissions if required to the principal investigator, who in most cases is responsible for submitting to the appropriate sponsor. In some cases, the Office of Research is responsible for submitting the application/proposal to the appropriate sponsor.