Pre-Award Workflow Timeline

	APPROVER	Pl	KUALI				PI or ORS
	I-4 weeks	I-4 weeks	I-5 workdays	2-5 workdays	2-5 workdays	2-3 workdays	Fixed Deadline
Special Approvals*	Ê						
Proposal & Budget Development							
Proposal Info - PI			4				
Chair Approval							
Dean Approval							
SFU (ORS) Approval							
Submission to Sponsor							(29)

^{*}See next page for more information about Special Approvals

Special Approvals

- ✓ Release Time, Teaching Release, Course Buy Out
- ✓ PI Fee, Additional Compensation, Salary Recovery
- ✓ Graduate Fellowship
- ✓ VPR / Dean Cash or In-Kind Contribution
- ✓ Letter of Support
- ✓ Space, Renovation, Facility, Retrofitting, Equipment
- ✓ Commitment from SFU Co-Applicant
- ✓ Overhead
- ✓ Partner Consent, Attestation
- Mapping Relevant Compliance, Certificate, Training, Permit Liability and Insurance Requirements

NOTE: Special approvals must be negotiated and approved prior to starting the Kuali Proposal, as evidence of the decisions regarding these approvals are required as part of the Kuali Proposal for review by Approvers. Please start special approvals early enough (2-4 weeks depending on complexity) to allow negotiation, justification, documentation, and approval prior to creating/submitting a Proposal.