

IMPORTANT DATES/DEADLINES

Pre-Submission

- PIs submit Letters of Intent (LOI) **July 8, 2015**
 - CP Coordinator respond to PIs regarding acceptance of LOIs into CP. **August 7, 2015**
 - CP Coordinator sends the standard protocols to all PIs whose proposed research was accepted into the CP. **August 14, 2015**
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Pre-Registration/EPS System

- STEP 1: Setting up User access to EPS System
- STEP 2: Proposed Research Form (*NOTE: This step should not be completed until you have received a response from the CP Coordinator to your Letter of Intent.*)

Pre-Registration Begins: **August 3, 2015**
EPS System Opens: **August 5, 2015**
Pre-Registration Ends: **August 31, 2015**

Final Submission of PRP

PI Check-list of Required Items for Proposed Research Projects Submitted to the Coordinator of MGMT-CP

- Project Summary Form (*should not exceed 400 words*)
- Plan of Work (*should not exceed four pages*)
- Budget Justification Forms (*complete all relevant sections*)
- Budget Page (*e-signature required*)

Submission Deadline - E-version received by CP Coordinator and the NFO: **September 11, 2015**

Submission of Supporting Documents

Check-list of Required Items to be uploaded to EPS System

- Curriculum Vitae and Publication List (*PI and Co-PIs*)
- Current and Pending Support Form (*PI and Co-PIs*)

Submission Deadline (uploaded to EPS System) **September 11, 2015**