APPLICATION CHECKLIST

Intent to Apply Form (LOI)

		All Applicants	Mentored	Junior	CU-CSU Award	TM-Pilot
1	Select CCTSI Pilot Grant Program	Required				
2	Select Pilot Award Category	Required				
3	Certify this project meets RFA Eligiblity & Exlcusion critera	Required				
4	Does this study involve collaboration with non-CCTSI Affiliated Institution(s)?	Required				
5	Are any investigators involved with this project associated with Colorado State University?	Required				
6	Project Title	Required				
7	Translational Science Roadblock	Required				
8	Contact Information: Principal Investigator	Required				
9	Contact Information: Co-Principal Investigator				Required	Optional
10	Contact Information: Co-Investigator(s)	If Applicable				
11	Contact Information: Primary Mentor (or two Co-Mentors)		Required			
12	Contact Information: Requested Reviewer(s)	Optional				
13	Research Topics (Used to pair applications with reviewers)	Optional				

Application Form

		All Applicants	Mentored	Junior	CU-CSU Award	TM-Pilot
1	Confirm all contact informaiton from LOI is accurate. Combine all documentation required in the RFA and combine into a single PDF to upload with you online Application Form.	Required				
2	**Project Overview (2-3 sentences)** List all investigator names, titles, institutions before the Project Overview	Required				
3	**Abstract (strict 250 word limit)**	Required				
4	**Specific Aims (1/2 page)**, including a Translational Science Roadblock	Required				
5	**Background, Significance and Innovation (1 and 1/2 pages)**, including the description of the translational science roadblock	Required				
6	**Approach (3 page limits)**, including Experimental Design, Translational Science Roadblock, Data and Statistical Analysis, Feasibility, Shared Resources, Timeline	Required				
7	**References (no page limit)**	Required				
8	**Multiple PI Plan (1 page limit)**				Required	Optional
9	**Mentor Letter of Support (no page limit)** If there are two co-Mentors, a combined letter or two separate letters will be accepted as a single PDF.		Required			
10	**Career Development Plan (1 page)**		Required			
11	**Letters of Support (no page limit)** May include department chairs, consultants, foundations, commercial sources, manufacturers, etc.	Optional				
12	**Budget (1 page limit, vertical alignment only)** Please use the CCTSI Budget Template (available on the CCTSI website)	Required				
13	**Budget Justification (1 page limit)**	Required				
14	**Biosketches (no page limit)**	Required				
15	**CSU OSP Proposal Transmission Letter (no page limit)** Contact Jessica Hunter (jessica.hunter@colostate.edu) for details.				Required	
16	**Cost Share Budget (1 page limit)** Applications may include collaboration with non-CCTSI Affiliated organizations. Refer to RFA for specific instructions.	See RFA, Check with Kristen House				
17	**Other: Institutional Prior Approval (no page limit)** Applicants based at CCTSI Affiliated Institutions are strongly encouraged to work with the sponsored programs office at their institution to meet all pre-application requirements specific to their organization, including applications for federal and non-federal (internally funded) seed grant programs.	Check with institution				

DO NOT INCLUDE THIS PAGE IN THE APPLICATION PDF