# Quick Reference Sheet

## Notice of Intent to Submit a Proposal Form

If a PI plans to submit a proposal, fill out this form at least one month in advance at [http://agnr.umd.edu/agpas/notice-intent-submit](http://agnr.umd.edu/agpas/notice-intent-submit)

## Questionnaire

*Replaces the “Routing Form” required by ORA*

Please complete the funded or non-funded questionnaire.

**Funded:** [http://agnr.umd.edu/agpas/agpas-proposal-questionnaire-funded](http://agnr.umd.edu/agpas/agpas-proposal-questionnaire-funded)

**Non-funded:** [http://agnr.umd.edu/agpas/agpas-proposal-questionnaire-non-funded](http://agnr.umd.edu/agpas/agpas-proposal-questionnaire-non-funded)

Other forms, including cost share worksheets, and tools can be found at: [https://agnr.umd.edu/AgPAS](https://agnr.umd.edu/AgPAS)

## NoI's and Questionnaires are received by all Ag-PAS staff

**Kuali Research (KR)**

- All proposals will be initiated in KR **ONLY** by AgPAS staff.
- All proposals, most pre-proposals, cooperative agreements, MTAs, MOUs, MDA, IP Waivers,… **must** be routed through AgPAS.
- All PIs must certify their own proposals – You will receive an email from KR with a link to the proposal. The proposal cannot be routed without your certifications.
- AgPAS staff are responsible for the upload of all proposal documents to KR. Proposals will be electronically routed to ORA.