

**TAMU / TAES / TAMU-HSC
 Researcher Request For Approval To Submit Proposal
 Through The Texas Engineering Experiment Station**

This approval is required when the lead principal investigator (PI) is NOT from an engineering division or TEES Center. ***Approval is needed PRIOR to TEES Research Services beginning work on your proposal.*** To request approval, submit this form along with a short (no more than 1/2 page) proposal summary.

I hereby request to submit this proposal through TEES for the following reasons:

Sponsor Name: _____
Proposed Project Term: _____
Principal Investigator.: _____ **Dept.** _____
Co-Principal Investigator(s) & Dept(s).: _____

Total Estimated Project Costs: \$ _____ (rough estimate ok)
Total Estimated F&A (Indirect Costs): \$ _____ (rough estimate ok)
Cost Sharing: if applicable, (indicate source/accounts and signature authority for cost sharing)
 Acct: _____ Signature Authority: _____
 Acct: _____ Signature Authority: _____

Signature of Requesting PI: _____ **Date:** _____

I have attached a short proposal summary.

INSTITUTIONAL APPROVAL SIGNATURES REQUIRED (3) BEFORE SUBMISSION

Department Head Signature: _____ **Date:** _____

Dean Signature: _____ **Date:** _____

After obtaining Department Head and Dean signature, forward to your Office of Sponsored Research / Authorized Institutional Official for approval and signature before submitting to TEES Research Services.

**Office of Sponsored Research and /or
 Authorized Institutional Official Signature:** _____ **Date:** _____

INSTRUCTIONS: After all three institutional approval signatures are obtained forward to:

TEES Research Services at 006 WERC, M/S 3000 TAMU. Fax: 845-9643

For Questions Phone: 845-1264

Proposal # assigned by TEES Research Services: _____