

Corporate and Foundation Relations

Proposal/Project Routing Form (PPRF)

Type of Proposal	Category	Deadlines	Term of Grant	Federal #	Routing
<input type="checkbox"/> New <input type="checkbox"/> Renewal <input type="checkbox"/> Continuation <input type="checkbox"/> Supplement <input type="checkbox"/> Subcontract <input type="checkbox"/> Revised Budget <input type="checkbox"/> Revised Proposal <input type="checkbox"/> Transfer of Award <input type="checkbox"/> Other	<input type="checkbox"/> Instruction <input type="checkbox"/> Research <input type="checkbox"/> Public <input type="checkbox"/> Service/Outreach <input type="checkbox"/> Equipment <input type="checkbox"/> Fellowships or Scholarships <input type="checkbox"/> Other	Submission Deadline <u>April 2013</u> <input type="checkbox"/> Receipt <input type="checkbox"/> Postmark Award Notification Deadline <u>June 2013</u>	Start Date <u>June 2013</u> End Date <u>September 2013</u>	CFDA # _____ (For Federal Proposals Only)	<input type="checkbox"/> Faculty Grants Office <input type="checkbox"/> Corporate & Foundation Relations

Principal Investigators Teresa Collett and Mary Lemmons Telephone 651-271-2958 and 2-5357

UST Department / Program School of Law and Philosophy Department Mail MLS 400 and JRC 241

Project Title Seina Symposium for Women

Funding Agency & Grant Program: Our Sunday Visitor

Please attach a brief narrative/abstract of your project/program on a separate sheet

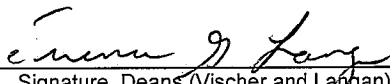
INSTITUTIONAL APPROVALS (please get signatures in the following order):

- I have discussed this project with my departmental chair and dean and forward this proposal/project routing form, the proposal narrative, a project abstract, the final budget and appropriate appendices for institutional review.


 Signature, Project Directors

Date 4-8-2013

- I have reviewed the attached project and approve of all commitments of collegiate resources.


 Signature, Deans (Vischer and Langan)

Date 4-9-13

- I have reviewed the attached project and approve of all financial arrangements.

 Signature, Controller's Office

Date _____

- I have reviewed the attached project and forward it for final institutional approval.

 Signature, Director, Corporate & Foundation Relations

Date _____

- I approve the University of St. Thomas' commitments to this project.

 Signature, Executive Vice President and Chief Academic Officer

Date _____

Please answer the following questions and provide the needed documentation:

Yes	No	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	1. If this project is funded, would the University of St. Thomas incur costs beyond the project period? <i>If yes, please fill out form PRF 1.c. and attach explanation.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	2. Does this proposal involve research with human subjects? <i>If yes, provide the date of the IRB review (if submitted) or approval (If already approved):</i> Date of IRB Approval: <input type="checkbox"/> submitted <input type="checkbox"/> approved Pending
<input type="checkbox"/>	<input checked="" type="checkbox"/>	3. Does this proposal involve research with animal subjects? <i>If yes, provide the date of the IACUC review (if submitted) or approval (If already approved):</i> Date of IACUC Approval: <input type="checkbox"/> submitted <input type="checkbox"/> approved
<input type="checkbox"/>	<input checked="" type="checkbox"/>	4. Does this proposal involve biohazards or radioactive materials? <i>If yes, attach a description of proposed handling and/or disposal procedures.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	5. Does this proposal include proprietary information? <i>If yes, is this potential patent or copyright material? Attach an explanation.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	6. Will the terms of the grant or contract limit the right of faculty or students to publish findings? <i>If yes, discuss these restrictions with the appropriate dean.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	7. Is any potential "significant financial interest" related to this project (as defined by the UST policy on Conflicts of Financial Interest, 10/1/95)? <i>If yes, disclosure forms are available in the Faculty Grants Office.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	8. Will the subject require reassignment, release time, or overload assignment for UST faculty or staff? <i>If yes, be sure to document in the project budget and/or fill out Form PRF 1.a. (for cash contributions) and/or Form PRF 1.b. (for in-kind contributions).</i>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	9. Does this proposal involve a subcontract to an external institution or entity? <i>If yes, please attach subcontract budget and work scope.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	10. Is there adequate space available to carry out the activities proposed in this application? <i>If yes, indicate location(s) <u>work will be conducted in existing office and public spaces</u></i> <i>If no, what will you do to address the space needs? _____</i>

Part B

This form must be submitted to the Office of Corporate and Foundation Relations (30 Finn) at the start of the proposal process.

Budget Summary	Project Totals		Year 1 Totals (Multi-Year Projects)	
	Cash	In-Kind	Cash	In-Kind
I. Direct Costs				
A. Agency request*	\$23,940		\$0	
II. Cash Matches				
A. UST Cash Match	\$0		\$0	
B. Non-UST cash match	\$0		\$0	
III. In-Kind Matches				
A. UST in-kind match		\$0		\$0
B. Non-UST in-kind match		\$0		\$0
IV. F & A(ICR)				
A. Calculation basis:	<input type="checkbox"/> Total Direct Costs <input checked="" type="checkbox"/> Modified Total Direct Costs			
B. Status of ICR	<input type="checkbox"/> Funding Agency Allows Full Recovery			
	<input type="checkbox"/> Funding Agency Does Not Allow Full Recovery			
	<input type="checkbox"/> Funding Agency Caps ICR at			
	<input checked="" type="checkbox"/> ICR is Institutionally Waived request for waiver attached			
C. Calculation of ICR	0.000%	base \$0		base \$0
D. ICR recovered from agency	\$0		\$0	
E. ICR not recovered by agency		\$0		\$0
F. ICR not recovered on Match		\$0		0
SUBTOTAL – Project Budgets	\$23,940	\$0	\$0	\$0
TOTAL Agency cash award	\$23,940		\$0	

Proposal Routing Form (PRF) for Sponsored Programs

Designation of Immediate Supervisor for Principal Investigators

Principal Investigator Teresa Collett and Mary Lemmons

Funding Agency/Program Our Sunday Visitor

Project Title Siena Symposium for Women

Project Dates June – September 2013

I acknowledge my commitment to serve as the immediate supervisor for the principal investigator designated above for the duration of the grant award referenced above.

Sarah L. Messen
Signature

8 April 2013
Date

Signature

Date

Robert Vischer and Sandra Messen
Name (type or print)

Request for Waiver of Facilities and Administrative (Indirect) Costs
University of St. Thomas

Rationale for request: Indirects are not funded by agency to contacted.

Project Title: Siena Symposium for Women

Funding Agency: Our Sunday Visitor

Due Date for Proposal: April 2013

Complete Budget: (See attached)

Signatures

Principal Investigator R Mary H. Lee

Principal Investigator _____

PI Printed Name/Department Teresa Collett, Law and Mary Lemmons, Philosophy

Director, Corporate/Foundation Relations _____

Executive VP, Chief Academic Officer _____

Date of EVP/CAO's Approval: _____

Abstract:

The Siena Symposium is seeking funding to support "Women as Prophets Leading through Truth: 25 Years of *Mulieris Dignitate*," a national interdisciplinary conference. We welcome papers on prophecy and women, woman saints who practiced prophetic leadership, the role of the feminine genius in restoring cultures of life across the globe, and the truths indispensable for enabling women to humanize their workplaces, societies, and the state.

PROPOSED BUDGET FOR CONFERENCE AND PROCEEDINGS

Conference meals and coffee service	
- \$ 50 per day per participant (\$150 x 35)	\$ 5,250
Travel and housing assistance	
- Up to 7 participants @ \$ 500 per participants (\$500 x 7)	\$ 3,500
Registration scholarships	
--up to 25 participants @ \$20 per participant	\$ 500
Stipends for 6 key note speakers	\$ 7,200
Travel for 6 keynote speakers	\$ 2,500
Housing for 6 keynote speakers (2 nights at \$120/night)	\$1,440
Publicity	\$ 200
Clerical assistance	\$ 1,000
Conference coordinator	\$ 2,000
Duplication of conference materials	\$ 350
TOTAL	\$23,940