

**SPONSORED
PROJECT
LIFE CYCLE**

1. Identify Funding Opportunities & Proposal Development

Seek help from:
College Research Development Specialists
researchdevelopment.byu.edu/our-team

2. Internal Approvals & Submission to Sponsor

Coordinate with:
Sponsored Projects Office (SPO)
spo.byu.edu/directory

3. Award Negotiation & Acceptance

Negotiations and executions managed by SPO

4. Compliance Confirmation

SPO confirms the following:

- Required trainings completed by project personnel (citiprogram.org)
- IRB, IACUC, IBC approvals received
- Other required plans in place/approved

5. Award Setup & Management

Account assigned & set up
PI manages project, complies with terms, deliverables
Financial questions—Grants & Contracts Accounting (GCA)
Contractual questions—SPO

6. Award Closeout

PI informs SPO regarding:

- Final reports submission
- IP disclosures
- Capital equipment vesting