



GUIDELINES FOR GRANT DOCUMENTATION

The Henry M. Jackson School of International Studies

Box 353650

University of Washington

Seattle, WA 98195

GRANT CONTACT INFORMATION

Today's Date _____

Title of Grant _____

Name of Principal Investigator (PI) _____

PI's email _____ PI's telephone _____

PI's home department _____

Sponsor/Agency's mailing address _____

Sponsor's email _____ Sponsor's telephone _____

GRANT DOCUMENTATION

The faculty or staff member preparing this form will be responsible for the transmission of the documents listed as specified below to Dvorah Oppenheimer, JSIS Business Office, Thomson Hall, Room 401 (Box 353650).

DOCUMENT	DATE SUBMITTED TO JSIS BUSINESS OFFICE
Sponsor/Agency guidelines	
Statement of sponsor's IDC rate	
Statement of cost-share (if applicable)	
Statement of food approval (if applicable)	
UW Human Subjects approval (if applicable) with IRB #	
Proposal narrative and budget	
Award letter or agency authorization	
Revised narrative and budget	
Copy of final report to Sponsor/Agency	

GRANT OVERHEAD COSTS

UW IDC _____ %	Other Notations
JSIS Administrative _____ %	

Submit form to Dvorah Oppenheimer, Thomson Hall, 4th floor mailroom