



## Grants.gov at Rensselaer

### Proposal Submission for Rensselaer

PI downloads PureEdge Viewer (<http://www.grants.gov/DownloadViewer>)  
**(This needs only to be done once)**

PI searches for Funding Opportunity and the Announcement and Application Instructions

PI downloads and reviews the Funding Opportunity and Application Instructions to be sure that it is the correct application and to understand the sponsor requirements

PI downloads the Application Package to begin completing

PI forwards RA&F a completed PIF, preliminary budget and application instructions (or URL)  
**(10 working days prior to deadline)**

PI completes the Application Package and emails to RA&F  
**(5 working days prior to deadline)**

RA&F completes all required budget, administrative forms and certifications and emails Application Package back to PI for final review  
**(2 working days prior to submission deadline)**

PI emails the final Application Package to RA&F and indicates that it is ready for submission  
**(1 working day prior to submission deadline)**

RA&F submits Application Package through Grants.gov