

# PI EXCEPTION FORM

Request for Exception to Submit Proposal for Extramural Support  
University of California, San Diego

UCSD#

PI Last Name		PI First Name	
<input type="checkbox"/> Sole PI <input type="checkbox"/> CO-PI with _____		<input type="checkbox"/> Student <input type="checkbox"/> Staff	
Current Payroll Title	% Time of Appt	%	Appmt Begin Date
Proposed Payroll Title (if applicable)	% Time of Appt	%	Appmt Begin Date
% Salary on Proposal	%	% Effort on Proposal	%
		Period to be paid on Proposal:	End Date

Proposal Title	
Agency Name (if NIH, include institute)	
Agency Due Date	Project Begin Date
Total Costs Requested	Project End Date

Department/ORU	Department/ORU Contact
Contact Phone #	Contact Email

**Please attach a curriculum vitae or bio-bibliography, a two-to-three sentence description of the proposed research, and the department's responses to the following questions in sequence:**

1. How will the project or program contribute to the "basic academic plan" and/or research programs of the department or organized research unit?
2. What are the qualifications of the individual to undertake the proposed project or program? If the proposed PI is a project scientist, discuss their demonstrated strong potential for conducting independent research. If sole-PI status is requested, state why no regular faculty or research scientist is to act as Co-PI with the applicant.
3. What are the unit's plans for future appointment status of the individual through the end date of the proposed grant period and afterwards?
4. Does adequate space for the project exist within the unit for the duration of the project?
5. What fund sources are budgeted to provide the balance of the individual's salary when less than 100% salary is requested in the proposal?
6. What fund source will provide services, e.g., secretarial support, supplies, duplication and telephones?
7. If the proposed project or program is not funded, what are the future plans for the individual requesting this exception to policy?
8. **(SIO only)** Other than research expertise, which is expected of all academic participants in a research project, how would granting of PI status benefit the proposed effort?

**Please Note: Request must be submitted to the appropriate Vice Chancellor or Dean 10 working days prior to the agency due date.**

I understand that the approval of this exception to policy does not imply that the University will extend or increase my current appointment period, nor does it obligate the University to do so.

\_\_\_\_\_  
 Signature of Proposed PI

\_\_\_\_\_  
 Date

<p><b>Prepared By</b></p> <p>_____</p> <p style="text-align: center;">Name</p> <p>_____</p> <p style="text-align: center;">Phone Number</p> <p>_____</p> <p style="text-align: center;">E-mail Address</p>	<p><b>Approval Signatures</b></p> <p>_____</p> <p style="text-align: center;">Department Chair/ORU Director</p> <p style="text-align: right;">_____</p> <p style="text-align: right;">Date</p> <p>_____</p> <p style="text-align: center;">Vice Chancellor-Marine Science (or) Dean-Health Sciences</p> <p style="text-align: right;">_____</p> <p style="text-align: right;">Date</p> <p>_____</p> <p style="text-align: center;">Vice Chancellor for Research</p> <p style="text-align: right;">_____</p> <p style="text-align: right;">Date</p> <p><input type="checkbox"/> <b>Condition</b></p> <p>Approval is contingent upon appointment to the proposed title and favorable endorsement by the Affirmative Action Coordinator.</p>
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