

- This form is not necessary for students, postdoctoral appointees, other trainees or associate research scientists when submitting applications for fellowships and mentored career development awards conducted under the oversight and supervision of a designated faculty mentor/sponsor for work to be conducted in the facilities of that designated mentor/sponsor. The faculty mentor/sponsor's approval of the application is indicated by his/her approval on the TranSum or Regulatory form accompanying the proposal.
- For more information, see [Policy 1310](#) *Principal Investigator Eligibility Requirements on Sponsored Projects* and the [Faculty Handbook](#), *Section XX, University Policies Concerning Teaching and Research*.

Form Instructions

Field	Instructions
PI of Application & Position at Yale	Enter PI/PD's full name ("John Smith") and select their current position at Yale (e.g., Associate Research Scientist, Post-doc Associate) from the drop-down list.
Project Title	Enter full title of project/program
Name of Funding Sponsor	Enter name of sponsor
Approval Statements	The approvers signing the form are attesting to the qualifications and support available for the PI/PD
1. Possesses the necessary scientific training, skills and knowledge needed to serve as the PI of the project.	Confirmation of proposed PI's skills.
2. Has the skills and knowledge needed to oversee the financial administration of the project and the personnel who will perform the project and has completed all training required for PIs.	Confirmation of skills and training.
3. Has completed the required training should the project involve the use of animals, hazardous agents or human subjects, and has the expertise to perform the project safely and in full compliance with Yale standards.	Confirmation that expertise and training related to animals, hazardous materials and human subjects has been obtained.

4. Will be supported by the department which will provide the necessary facilities and resources necessary for the conduct of the sponsored project.	Confirmation that facilities and resources will be provided to support this project. If Cost Sharing is included, a Cost Sharing Approval Request must be completed and approved. Additional information can be obtained in Policy 1306 Cost Sharing on Sponsored Projects . The form can be obtained at Form 1306 FR.01 Cost Sharing Approval Request . Enter the name of the faculty member who will be providing laboratory space or other resources to support the project
5. If the individual requesting PI status is part time.	If the proposed PI does not have a full-time appointment at Yale, enter the name of the person who will be providing oversight to the project during the PI/PD's absence from Yale.
6. If the individual requesting PI status is a voluntary faculty member... appropriate arrangements have been made to ensure that the PI will be appropriately mentored and monitored by a full-time faculty member.	Enter the name of the full-time faculty member who has agreed to act as a mentor or monitor if the proposed PI is either a voluntary faculty member, trainee, postdoctoral appointee, associate research scientist, etc.
Signatures of responsible faculty members indicated above.	Any person named in statements 4, 5, or 6 must indicate their agreement to take on these responsibilities by signing and dating the form.
Approvals	The following approvals must be obtained to complete the approval process:
Name of Department Chair	Name of the Chair of the Proposed PI's home department
Department Chair's Signature & Date	Signature and date of the PI/PD's Department Chair
Name of the Dean/Provost/SAP	Name of the Dean, Provost or Senior Associate Provost for Research Administration that has oversight responsibility for the proposed PI's department
Signature of the Dean/Provost/SAP for Research Administration	According to University policy, the signature of the appropriate University official (self-support school dean, cognizant provost or Senior Associate Provost for Research Administration) is required for all PI Status requests.

Reviewed for Workday purposes 4/26/2017.

The official version of this information will only be maintained in an on-line web format. Any and all printed copies of this material are dated as of the print date. Please make certain to review the material on-line prior to placing reliance on a dated printed version.
