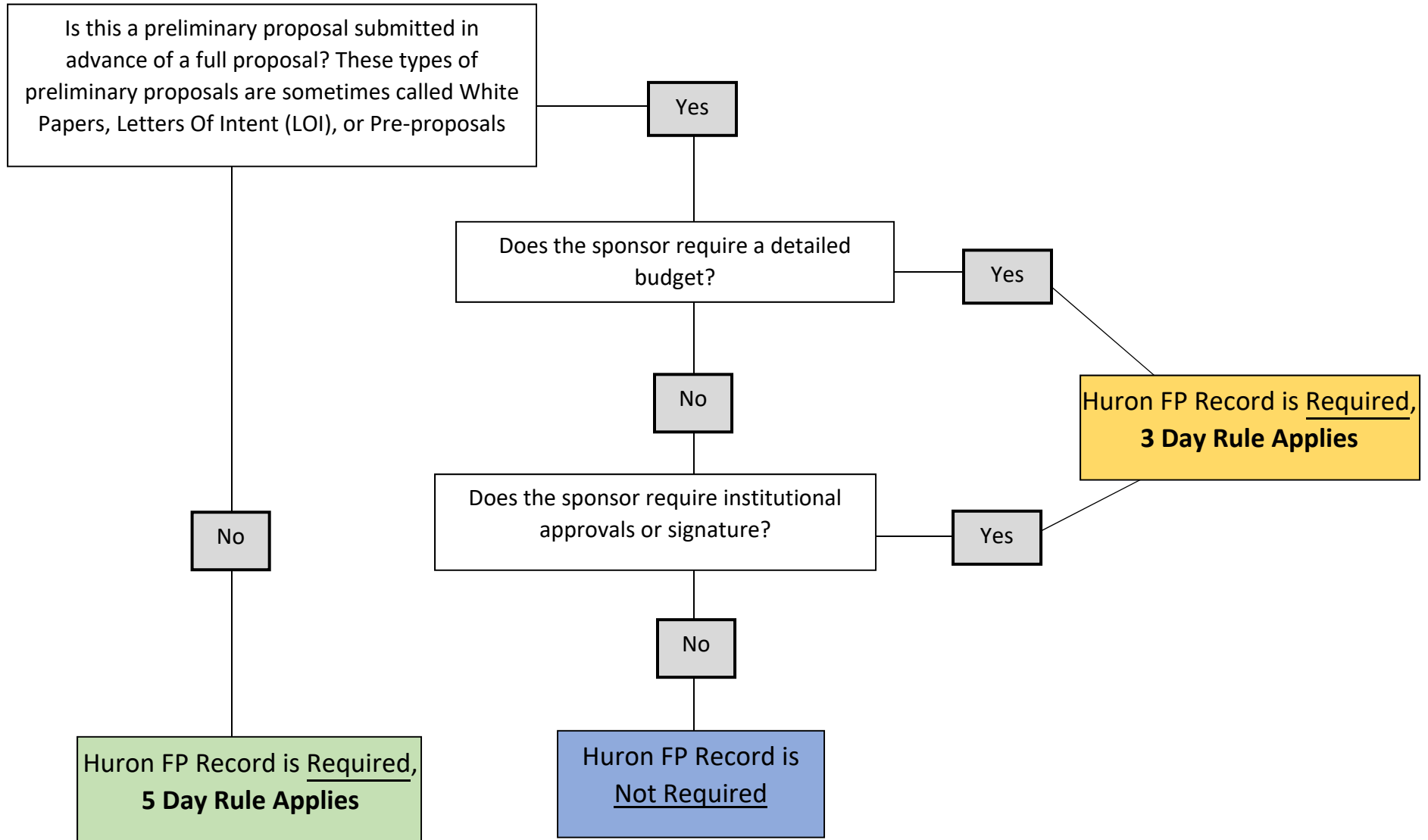


## White Paper, LOI, & Pre-Proposal Flow Chart



### Notes:

- If terms or conditions are included in sponsor's instructions or sponsor requires institutional signature, prior approval, review and submission by OSP/BMRA is mandatory.
- If sponsor restricts the number of applicants from Brown University, advance clearance from [Research Strategy and Development](#) is required.
- If there is any potentially patentable information, include markings that designate the information as confidential/ proprietary and discuss with [Brown Technology Innovation](#).

## White Paper, LOI, & Pre-Proposal Attributes

<i>Proposal Attributes</i>	White paper or Concept paper	Pre-Proposal / LOI		Full Proposal
		Simple Pre-Proposal / LOI	Complex Pre-Proposal / LOI	
	preliminary ideas or data presented to determine interest of sponsor in funding a project or program	informs sponsor of planned full proposal with greater programmatic detail	informs sponsor of planned full proposal with greater programmatic detail and <u>requires detailed budget and/or AOR approval</u>	comprehensive application for external support
Short Narrative - 1 - 5 pages	X			
Narrative with minimal other components (e.g., Biosketch, COA List)		X	X	
Statement of work and detailed budget & justification; current/pending support; biosketch/cv; facilities & environment, bibliography, etc				X
No budget or total cost estimate only	X	X		
Detailed line item budget			S	X
OSP/BMRA signature is <b>optional</b> (per Sponsor instructions)	X	X		
OSP/BMRA signature is <b>required</b> (per Sponsor instructions)			S	X
<i>Processing Requirements</i>	White paper or Concept paper	Simple Pre-Proposal	Complex Pre-Proposal	Full Proposal
No Huron record needed	X	X		
Huron record required			X	X
PI or designee submits to sponsor	X	X	S	S
OSP/BMRA submits to sponsor			S	S
5 day rule applies				X
3 day rule applies			X	
5 or 3 day rule <b>does not</b> apply	X	X		
<b>Key:</b>				
X= Required				
S= Sometimes required				
Version dated: 08.14.25				