

## WM Keck Foundation Research Program Phase I Application Information

WM Keck Foundation provides an outline of the Research Program Phase I application process [HERE](#).

Applications are submitted through the Keck Foundation's on-line submission portal by LSU's official liaison. The Keck Foundation has requested that all communication with it be through the Institutional Liaison, Dr. John Flake.

The table below outlines the application components.

<i>Keck Phase 1 Application Components</i>	<i>Comments</i>
Cover Page Data Entry	PI to provide to OSP specialist the following information – Area of Emphasis, Senior Personnel Contact Information. OSP specialist will complete the cover page in the Keck application portal.
Project Summary, Project Abstract, and Project Description	PI to provide to OSP specialist in <b>PDF</b> format. OSP specialist will then load into Keck application portal. Instructions are available <a href="#">HERE</a> .
Potential Reviewers	PI to provide to OSP specialist with five knowledgeable experts who can review the project and any reviewer exclusion, if applicable. OSP specialist will enter into Keck application portal.
Project Budget Form (Attachments tab)	PI to provide to OSP specialist in <b>EXCEL</b> format. Document can be found on Keck's portal <a href="#">HERE</a> . OSP specialist will review & approve and then load into Keck application portal as a <b>PDF</b> .
Declaration of Status	OSP specialist will load the letter signed by the President and the General Counsel.
Governing Board	OSP specialist will print as <b>PDF</b> and load the current governing board listed <a href="#">HERE</a> .