Commitment Agreement (MOU)

between

Principal Investigator (PI)

and

College of Natural and Social Sciences (NSS) Dean’s Office

The NSS Dean’s Office is committed to support PI’s as they seek and obtain funding to support their work as teacher-scholars. To ensure that the College is able to provide needed resources and support, the PI will need to share the following.

At least one week prior to the Dean’s level cayuse approval date, the following must be provided to the Dean (or designee), the NSS Resource Manager, and to [nssfiscal@calstatela.edu](mailto:nssfiscal@calstatela.edu). It is possible that NSS won’t approve the submission on cayuse if this deadline is not met.

1. PI name, Project name, Funding agency, Abstract
2. Itemized budget
3. Additional resource needs list. For each of the categories below, please describe the needs in writing OR state no additional resources are needed.
   1. Costshare requests, including NSS 2:1 unit matching or 8% administrative costs. Note: NSS 2:1 matching has a separate form listing matching requirements tha also must be filled out and submitted. See “Grant Writing Matching Request Form” <https://www.calstatela.edu/nss/tenuretenure-track-faculty-resources>
   2. Specialized IT support (secure data storage, etc.)
   3. Facilities modifications or space needs
   4. A letter of support from the Dean (If yes, please provide a template and requirements/guidelines from the funding agency)
   5. Any other resources not mentioned above

Conditions:

1. All cost-share agreements must be made before the proposal is submitted as part of the proposal routing. This MOU must be completed and signed/approved by the College before the proposal is submitted to the funding agency.
2. This MOU is made with the PI of the grant, even if the PI is not from NSS.