

3 Steps to **SUBMIT** an Arkansas Corn and Grain Sorghum Board Proposal 2024-2025 Award Period

<https://aesbusinessoffice.uark.edu/commodity-board-grants/corn-grain-sorghum/>

1

Prepare Proposal Documents

- Prepare CGSB proposal following proposal guidelines and determine research area:
 - Verification Program
 - General Agronomics
 - Diseases
 - Insects
 - Fertility
 - Irrigation
 - Weed Control
 - Misc. Projects
- Complete Budget/Land Use Form.

2

Get Proposal Routing Form Signed By 12/18/2023

- Complete Proposal Routing Form (PRF).
- Start PRF signature process.
- Obtain signatures using DocuSign or Box E-Sign.
- Signatures by PI, Co-PI, Dept. Head, Unit and Station Directors are required on the form.
- Signed PRF must be sent to Saffire@uark.edu.
- Proposal is not valid without the signed PRF.

3

Submit Your Proposal Documents Due 11:59 pm 12/18/2023

Upload Word Proposal

Upload Excel Budget

Upload Proposal Routing Form

For Step 3 use password from RFP email.

- Following document upload, an acknowledgement email to PI will be sent indicating document(s) have been successfully uploaded.