

APPROVAL FOR FUNDED RESEARCH PROJECTS

Timeline: Please prepare required documents as your schedule allows. Once submitted, please allow five (5) business days for final approval.

Links

01

START THE PROCESS

- Contact the Research Coordinator and Manager to let them know you have received a grant, request documentation, and ask any questions.

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02

PREPARE GRAF & WRAF

- Complete Section D of the Grant Request Application Form (GRAF).
 - *Section D is for awarded grant proposals only.*
- Complete the Waypoint Research Application Form (WRAF).

[GRAF \(D\)](#)

[WRAF](#)

03

SUBMIT FOR INTERNAL REVIEW

- Submit the completed GRAF and WRAF to the Research Coordinator to initiate internal review.

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04

APPROVALS

The Research Coordinator will circulate the GRAF and WRAF to the Research Manager, Director, and VP for review*.

- Incorporate any feedback provided by Manager and/or Director.
- VP, Research provides final approval.

**Review from WRI Leadership will occur within five (5) business days.*

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NEXT STEPS

Proceed to "Research Ethics Board Application" and begin to prepare required documentation.

- *WRAF must be approved before an REB application can be submitted.*

[REB
PROCESS](#)

SUPPORT AND RESOURCES

- Contact Research Coordinator and Manager for additional support with the GRAF and/or WRAF, or the application process.