

## Submit a Funding Proposal for Review 10.0

**Show me:** [Submit a Funding Proposal for Review](#)

Once you've completed a funding proposal or a component of a complex project, you are ready to submit it for review. (See [Create a Multi-Project Proposal 10.0](#).)

### To submit a funding proposal or a component of a complex project for review

1. From the Dashboard, click **Submit for Department review**.
2. If the system reports errors, such as required fields that were not completed, fix them and submit again.
3. If the Submit for Department Review dialog box reports required ancillary reviews that have not been completed, see that the assigned reviewers complete their reviews, and submit again.
4. When no errors or outstanding ancillary reviews are reported, under Endorsements, select the appropriate option for your role:
  - **As PI/PD for this submission, I approve the above endorsements:**
  - **As a member of this proposal team, I will obtain the PI/PD's signature for the endorsements:**
5. Click **OK**.

The funding proposal or component advances to the Department Review state, and appears in the Inbox of the first-level department reviewer.

### Related Topics

[Create a Single-Project Proposal 10.0](#)

[Add a Component to an MPP 10.0](#)

[Respond to a Change Request 10.0](#)



How did we do on this topic?