

Identify Your Stakeholders Worksheet

Principal Investigator (PI)

Champions the project, leads proposal development and is responsible for implementation

- Engaged throughout the project and responsible for carrying out the requirements of the grant project or program.
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Co-PI(s)

Jointly responsible for the project and actively engaged throughout the entire project

- Jointly responsible for carrying out the requirements of the grant project or program.
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Key Personnel

Makes significant contributions, but does not have overall responsibility and authority for the project.

- Provides support/technical expertise/knowledge for certain aspects of the grant project or program.
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Internal Colleagues

Internal stakeholders needing to endorse/support the project

- Individual(s) that the PI(s) generally needs to get buy-in from. Examples include, but are not limited to, supervisor (dean, VP), department colleagues, other department professionals, etc.
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*May
Require
Letters of
Support*

External Colleagues

External stakeholder needing to endorse/support the project

- Individual(s) that the PI(s) generally needs to get buy-in from. Examples include, but are not limited to, partnering organizations, schools districts, other institutions of higher education, business/industry, etc.
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Experts/Collaborators

Generally external individuals that provide expertise outside of the project team (PI, Co-PI(s), Key Personnel)

- Experts that the project needs to be successful who will be contractors for specific tasks/objectives; examples include but are not limited to evaluators, consultants, IT services, etc.
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Others

External stakeholder needing to endorse/support the project

- Determine what other stakeholders (if any) are needed to effectively implement the grant project or program.
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