

Limited Submissions



PURPOSE

Many funding agencies place limits on the number of letters of intent, pre-proposals, proposals, or applications that any one organization may submit in response to a request for proposals. In order to prevent any potential disqualification of submissions by the Alabama College of Osteopathic Medicine, the following policy has been established. This policy applies to all grants and contracts including awards made directly to faculty members.

POLICY

Due to the large number of available programs, it is not possible for the Administration to provide notification of every limited submission opportunity. Therefore, it is the principal investigator's responsibility to notify the Research Administration if s/he intends to make an application to a limited submission opportunity.

RESEARCH ADMINISTRATION will distribute the funding opportunity announcement to appropriate Colleges and Departments to solicit any potential interest on the part of other faculty members.

In order to be considered for limited submission opportunities, Principal Investigators must coordinate with the Grant Coordinator as provided in the procedures outlined below.

PROCEDURE

A. Summary of Proposed Project

Principal Investigators interested in a limited submission opportunity must submit a summary of the proposed project to the Grant Coordinator and their Division Head.

The summary should be no more than three pages long and should be submitted via email.

B. Selection of Projects

If fewer than the allowed number of summaries are received, the normal process for submission will be followed.

If more than the allowed summaries are received, the Division head will select the project(s) to be put forth on behalf of the College. He/She may convene an ad hoc committee to advise in the selection process.

Evaluation criteria will include, but not be limited to, quality of the proposal and the work described therein, probability of successful funding, and support of the mission of the College

C. Full Proposal Submission

Summaries selected will result in proposals or pre-proposals submitted in accordance with sponsor guidelines through research administration and other required submittal documents.

D. Resubmission

If a proposal is submitted for a limited submission opportunity and is not funded, that proposal will have no preference over other projects in any subsequent limited submission opportunities.

In order to be considered for any subsequent limited submission opportunities, such proposals must be resubmitted and will be evaluated against competing projects.