

September 22, 2009

Dear Colleagues,

I write to remind you of the upcoming implementation of the University's requirement that proposals for external funding be submitted to OSP/BMRA not later than five days prior to the agency deadline. (See Briant/Wing memo below).

In order to provide reasonable flexibility, for deadlines that fall on a Monday, complete proposals may be delivered to OSP/BMRA up until 9:00 AM of the Monday prior to the deadline date. For example, for the Monday, October 5 agency deadline, proposals may be delivered to OSP/BMRA up until 9:00 AM on Monday, September 28. After that time no proposals for the October 5 deadline will be accepted.

I greatly appreciate your cooperation in submitting proposals in accordance with this requirement. As we have outlined below, we are enforcing this policy because of the large number of applications that are submitted at specific times, because of difficulties that can arise with grants.gov and other on-line submission procedures, and to allow our staff adequate time to address any issues that may arise with proposal submission.

Sincerely,

Clyde Briant
Vice President for Research