NIH, AHRQ, and NIOSH to Implement Change to their Application Deadlines Effective January 25, 2011

Proposals Submitted to NIH, AHRQ, and NIOSH

Each of these sponsors currently requires a grants.gov submission prior to the published deadline. After the grants.gov submission is complete, the application is transferred from grants.gov to the agencies respective systems. If the agency system detects an error in the application, the applicant is provided two days to correct those errors. Effective January 25, 2011, these agencies will no longer allow any corrections after the published deadline. In order that Sponsored Program Services may continue to confirm that the application was accepted "error free" in the agencies systems, there is a need to establish an internal proposal deadline policy.

- Currently, NIH, AHRQ, and NIOSH allow two days after the sponsor's submission deadline for the correction of eRA-identified errors and warnings. With the removal of the error correction window on January 25, 2011, more time will be needed to process NIH, AHRQ, and NIOSH proposals in order to meet sponsor deadlines and allow for error checking in both Grants.gov and the federal agencies systems.

- SPS must process and submit these applications early to provide the opportunity to identify and correct any errors and submit a Changed/Corrected application for the same deadline.

- After January 25, 2011, on-time submission of applications is dependent on the receipt of "clean" proposals at Grants.gov by the federal agency deadline. "Clean" proposals are those which are considered error-free according to both Grants.gov and agency validation rules.

Effective January 1, 2011, SPS will require principal investigators (PIs) to deliver all final documents for NIH, AHRQ, and NIOSH proposals to SPS at least twenty-four (24) hours prior to the sponsor's official published submission deadline. *Draft documents will be required at an earlier time (as identified by the Pre-Award Specialist or the policies established by the Dean of your College) to allow for completion of the routing and approval process.*

SPS cannot guarantee that proposals received after the internal deadline will be accepted by the funding agency.

Proposals Submitted to All Other Sponsors

SPS requests that PIs deliver all final documents for proposals to SPS at least one (1) hour prior to the sponsor's official published submission deadline or by 4:00 pm if the sponsor's deadline is after the close of the business day. *Draft documents will be required at an earlier time (as identified by the Pre-Award Specialist or the policies established by the Dean of your College) to allow for completion of the routing and approval process.*