

## PROCEDURE FOR LIMITED COMPETITION RFPS

**Purpose:** Annually, universities are offered opportunities for funding of certain activities or equipment purchases which are subject to sponsor limits on the number of applications, which may come from any one university. When the number of potential investigators exceeds the number of proposals that may be submitted by the university, the university must decide which proposal(s) will go forward out of the pool of eligible investigators. This procedure is adopted to provide an orderly and equitable process for determining which proposals may go forward to sponsors in the circumstance of limited competition Requests for Proposals (RFP's).

**Responsible Office:** Office of the Vice Provost for Research and Planning (VPRP)

**Procedure:** OSP will advertise limited competitions and issue a call for internal preproposals or Letters of Intent (LOI) through the Deans. These preproposals should not exceed 3 pages. They will be forwarded to the VPRP along with any cost sharing information required. Based on the subject matter of the internal proposals, an ad hoc faculty review group will be convened by the VPRP – possibly including some previous recipients of such awards. The committee will make recommendations to the VPRP who will make the final decision as to who will compete.

All applicants will be informed of the internal review outcome in sufficient time to prepare a sponsor preproposal or LOI. Primary Investigators who do not follow the procedure will not be allowed to compete.

This procedure will require that OSP be aware of all limited competitions and be familiar with limitations on eligibility. This procedure will cover most large (e.g., NSF) programs. Smaller programs (e.g., NEH, private foundations) will be dealt with at the department level.