

TITLE: Limited Submission

DESCRIPTION

Many funding agencies place limits on the number of letters of intent, pre-proposals, or applications that any one university may submit in response to a request for proposals. To prevent any potential disqualification of submissions by Creighton University, the following procedure has been established. This procedure applies to all grants and contracts.

RESPONSIBILITY

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

Sponsored Programs Administration will distribute the funding opportunity announcement to appropriate Colleges, Schools, 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 Sponsored Programs Administration as provided in the procedures outlined below.

PROCEDURE/PROCESS

Summary of Proposed Project

Principal Investigators interested in a limited submission opportunity shall complete the online [Notification of Intent to Submit form](#).

Selection of Projects

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

If more than the allowed submissions are received, Sponsored Programs Administration will request a short summary of each application and coordinate with the Provost to review and select the submission(s) to the sponsor.

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 University.

Full Proposal Submission

Submissions selected will result in proposals or pre-proposals submitted in accordance with sponsor guidelines through Sponsored Programs Administration following normal submission procedures, including using the Proposal Routing Form and other required submittal documents. See Sponsored Programs Administration Procedure SPA-06, "[Proposal Routing](#)."

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.