

LIMITED SOLICITATIONS

Scope

This policy applies to all University of Alaska Anchorage personnel involved with extramural funding.

Purpose

The purpose of this policy is to establish the procedure for responding to such limited solicitations (LS).

Policy Statement

It is the policy of the University of Alaska Anchorage that UAA Office of Research and Graduate Studies (ORGS) coordinates the response to limited solicitations and ensures that UAA complies with the conditions of the LS and in particular, submits no more than the allowable number of proposals.

Background

Some funding programs limit the number of applications or proposals that an institution may submit per funding cycle.

Procedures

LS Announcements: When a LS solicitation is identified, a LS announcement including opportunity description, a request for pre-proposal packages, internal and external deadlines, and the review and selection process will be distributed by:

1. Posting it on a Limited Solicitation Calendar (LSC). LSC will be maintained on the ORGS web page and will be pre-populated with announcements about recurring LS opportunities that have been targeted by UAA.
2. E-mails to the researchers and faculty listservs and to the Provost, the Deans and the Associate Deans, and the Directors of Institutes and Centers.

The pre-proposal packages: The format of the pre-proposal packages depends on the specific LS but it will include a white paper.

The Review:

If the number of pre-proposals exceeds the limit specified in the LS, then ORGS will hold an internal competition to determine who will submit full applications/proposals. The pre-proposal packages will be reviewed and scored by an ad-hoc committee comprised of the Vice Provost for Research and Graduate Studies (VPRGS), the Associate Vice Provost for Research (AVPR), and members of the VPRGS Research Council (VPRGS-RC). When possible, external reviewers may be included in the ad-hoc committee. The members of the committee will be selected based on their expertise, prior experience with the funding mechanism, and on the absence of apparent conflict of interest with any of the pre-proposals.

The ORGS review scores/comments from the review committee, and select the most competitive pre-proposals. The number of selected pre-proposals will not exceed the LS limit.

Application(s)/proposal(s) selection:

ORGS will notify the Provost, the PI(s) of the selected pre-proposals and their Deans that they have been selected to submit an application/proposal in response to the LS. ORGS will notify the PI(s) whose pre-proposals were not selected.

Non-Compliance: OSP will not submit applications/proposals to LS that were not selected in accordance with the Procedures described in this policy.