

Johns Hopkins University Coordinated Programs Policy on Proposals with Limited Submissions

There are a variety of calls for or invitations to submit research, career scholar, or educational proposals in which the sponsor will only review a certain number of proposals from an Institution. Any such Institutional limits are explicitly outlined in the eligibility requirements of the RFA or RFP.

The Office of the Provost has instituted processes to select applications for programs where the number of proposals that may be submitted is limited. The process may either involve selection by a standing or ad hoc committee appointed by the Provost, or in the case of programs specific to a single school the review will be conducted within that school. For the majority of these programs, the Office of the Provost will announce a deadline for internal peer review. Grace Bigelow, Administrative Coordinator in the Office of Research Projects Administration, is responsible for coordination of this process.

Notwithstanding that we make every effort to be aware of and to announce programs with limitations on proposal submission, this is not always possible. Therefore, investigators who wish to apply to a program for which submission is limited, and where an internal selection process has not been announced, should contact Grace Bigelow at 410-516-5256 or graceb@jhu.edu as soon as possible. She will determine if peer-reviewed selection is necessary and assist the investigator in obtaining Institutional endorsement.

It is important that all University faculty adhere to this policy. The submission of additional proposals beyond the Institutional limit does not reflect well on the University, and may prevent a sponsor's review of applications from other Hopkins investigators.

Please contact Grace Bigelow if you have any questions:

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