

Proposal deadline communication from Mark McGuire (June 2023, updated April 2024):

The Office of Sponsored Programs (OSP) requires ALL grant proposal documents be uploaded into the UI Grant Management System VERAS (including grants.gov or other application portals) four (4) working days prior to the grant/funder program deadline. If a proposal has subawards, they require an additional 4 working days for review.

Further, OSP is now requiring the CALS Office of Grant and Project Development (OGPD) and CALS Grant Management Services (GMS) to do more review/revision prior to OSP review. Thus, in order to properly review and approve your proposal application *before* submission to OSP, the CALS Office of Grant and Project Development (OGPD) and CALS Grant Management Services (GMS) will now require grant proposal documents be in VERAS an *additional* six (6) working days prior to OSP's deadline.

For example:

5pm PACIFIC deadline example (due date counts as a full working day)

- If the funder deadline is Aug 15, 2024, at **5pm PACIFIC**, and there are **NO subawards**
 - OSP deadline would be 8am on Aug 12, 2024 (they count the due date as 1 working day)
 - CALS OGPD/GMS deadline would be Aug 2, 2024
- If the funder deadline is Aug 15, 2024, at **5pm PACIFIC** and there **ARE subawards**
 - OSP deadline would be 8am on Aug 6, 2024
 - CALS OGPD/GMS deadline would be July 29, 2024

5pm EASTERN deadline example (due date does not count as a full working day)

- If the funder deadline is Aug 15, 2024, at **5pm EASTERN**, and there are **NO subawards**
 - OSP deadline would be 8am on Aug 9, 2024
 - CALS OGPD/GMS deadline would be Aug 1, 2024
- If the funder deadline is Aug 15, 2024, at **5pm EASTERN**, and there **ARE subawards**
 - OSP deadline would be 8am on Aug 5, 2024
 - CALS OGPD/GMS deadline would be July 30, 2024

If you do not meet the CALS deadline, your proposal may only receive _____ of the budget and justification. The proposal may also not be approved for submission to an agency. Please plan accordingly. If you are planning not submit a proposal, please start it in VERAS as soon as possible to facilitate CALS and OSP workload planning.