

LIMITED SUBMISSION POLICY

Responsible Office: Proposal Services and Faculty Support

I. POLICY STATEMENT

The limited submission policy provides for a fair and equitable selection process in response to limitations agencies or sponsors place on funding opportunities.

II. POLICY PRINCIPLES

Funding agencies (sponsors) may place submission limitations on proposals that concomitantly require a university wide selection process. Auburn University's limited submission policy provides for a fair and equitable process for proposal selection in response to limited submission funding opportunity announcements or Requests for Proposals.

III. EFFECTIVE DATE

August 1, 2016

IV. APPLICABILITY

This policy applies to all Auburn University Faculty, Staff and Students applying to external funding agencies.

V. POLICY MANAGEMENT

Responsible Office: Proposal Services & Faculty Support (PSFS)

Responsible Executive: Associate Provost & Associate VicePresident for Research

Responsible Officer: VicePresident for Research & Economic Development (OVPRED)

VI. DEFINITIONS

See [Auburn University Limited Submission Procedures](#).

VII. POLICY PROCEDURES

See [Auburn University Limited Submission Procedures](#).

VIII. SANCTIONS

If a funding agency receives more than the number of submissions allowed, the agency may withdraw all of the proposals submitted by that institution. Therefore, under no circumstances should an Auburn University Principal Investigator (PI) submit a proposal in response to a limited submission opportunity without advance notice to and approval from OVPRED (as delegated to PSFS). Submission of a proposal that is not compliant with this policy will result in the University withdrawing the proposal from consideration. The OVPRED will notify the appropriate Dean(s) and Associate Dean(s) for Research regarding the withdrawal and possible sanctions against the PI(s).

Withdrawal of selected applicant:

If a PI is selected for submission of an application and withdraws their proposal, the applicant(s) who received the next highest ranking will be notified that they may commence with developing a proposal. Notification of withdrawal will occur as early as possible. Any Investigator, who withdraws with limited notice and without extreme extenuating circumstances, will be identified in the OVPRED/PSFS database as a risk for future limited submission competitions and reviewers notified accordingly. The OVPRED will notify the appropriate Dean(s) and Associate Dean(s) for Research regarding the withdrawal and possible sanctions against the PI(s).

IX. EXCLUSIONS

N/A

X. INTERPRETATION

The authorized institutional representative is, for the purposes of this policy, the Vice President for Research & Economic Development.

ADOPTED: August 25, 2009

REVISED: June 20, 2016

EFFECTIVE: August 1, 2016