School of Engineering Proposals Submission
Incentive Plan

The School of Engineering offers a Proposal Submission Incentive (PSI) to encourage faculty to seek a pre-submission review of their proposals prior to submission to an external sponsor. A PI will receive $500 in a discretionary account for a proposal that has undergone a pre-submission peer review and is subsequently successfully submitted to the funding agency through OSP.

Pre-submission Review Process:

1. Submit the following (in one email) to Mark Banaszak Holl (mmbanasz@uab.edu), Deanna Smeltzer (dcsmeltz@uab.edu):

   a. Near submission ready proposal draft with all sections complete (aims/goals, summary, background/literature search, preliminary studies, approach/experimental design, broader impacts, intellectual merit as appropriate, and/or other sections designated in the RFA/RFP).

   b. PDF attachment or link to the RFA/RFP with agency-specific requirements and proposal guidelines.

   c. Preliminary budget – with subawards, cost sharing, F&A statement (if not at the negotiated F&A rate for on campus research).

   d. The above should be submitted no later than _60 calendar days_ before the sponsor's deadline.

2. For a proposal to NIH or NSF, the proposal review will be completed by the UAB CCTS (Panels - Center for Clinical and Translational Science | UAB). The PI should complete the Panel Request Form (Panel Request Form - Center for Clinical and Translational Science | UAB)) and let the Associate Dean for Research (ADR) know when the Panel is scheduled to discuss your proposal.

3. For a proposal to other agencies or a foundation and some NSF proposals, the pre-submission review will be organized through the VPR's office using The Implementation Group (TIG). The ADR is the point of contact for TIG reviews.

4. For a proposal where neither the CCTS nor TIG have appropriate subject matter expertise, the Associate Dean for Research will organize written reviews from at least three subject matter experts. _In this case, the PI should work with the ADR to identify potential reviewers before the 60 day deadline above._

Eligibility

PSI funding is available to any investigator at the rank of Instructor or above who has their primary appointment in The School of Engineering.

PSI funding is only available for proposals for which: 1) UAB is the prime contractor and the award will reside in the School of Engineering or 2) the investigator has co-PI or Co-investigator status on the proposal and the School of Engineering receives a budgeted subcontract.

The total direct costs awarded to the School of Engineering is at least $100,000.

For grants with 2 engineering PIs, both will receive the incentive; larger teams will split a total incentive of $1000.

PSI funds are available for new submissions that differ significantly from prior proposals or a single resubmission of a previously reviewed proposal.

PSI funding will be awarded to the PI in the month following the successful submission and acknowledgment by the funding agency.

School of Engineering and OSP Proposal Submission process and deadlines:

https://www.uab.edu/research/home/osp-submission-requirements

https://www.uab.edu/research/home/osp-submission-requirements#due_date_calculator

Summary of Timeline:

E-form Notification (Notice of Intent to Submit Proposal) to SOE and initial contact with your Department's Engineering Research Administrator: no later 8AM at least 10 business days prior to Sponsor Deadline

Initial, complete submission to OSP: no later than 8AM at least 5 business days prior to Sponsor Deadine

"Ready to Submit" FINAL Proposal to OSP: no later than 12:00 noon 1 business day prior to Sponsor Deadline

Links:

E-form: https://www.uab.edu/engineering/home/research-form

Process/Timeline: Submission_Process_and_Timeline-REVISED_210915.pdf (uab.edu)