

SPONSORED PROGRAMS THAT RESTRICT THE NUMBER OF PERMISSIBLE APPLICANTS

Government agencies and private foundations that conduct competitive programs of support of education and research are increasingly restricting the number of applicants they will accept from a single institution. If Rutgers is to participate in these programs, it is essential that the University have policies and procedures to promptly inform relevant faculty of the opportunity for funding, alert them to the limitation on the number of applications imposed by the sponsor, solicit pre-proposals for internal review by a faculty panel that will advise the University as to which of the pre-proposals should be advanced to the next level of competition. This internal selection process must be initiated early and concluded in sufficient time for the Principal Investigator to complete and submit a full proposal to meet the funding agencies' deadline.

The complexities of organization and avenues of communication within the University require the utmost in effort and understanding for the Rutgers' faculty to take full advantage of the many available funding opportunities brought to its attention by the Office of the Vice President for Research (OVPR) as well as by the sponsoring agencies themselves. As sponsors limit the number of applications they will accept, programs will have fewer participants. However, the fewer will be better, and competition will be intensified. If we are to compete successfully in such programs, the University has a responsibility to ensure that the proposals entered are the best of what Rutgers has available.

In the future, therefore, it is intended that:

1. Announcements of funding programs will highlight restrictions in the permissible number of applicants, and be distributed by the Office of the Vice President for Research (OVPR) to relevant faculty and administrators throughout the University.
2. In cases where the permissible number of applicants is limited, the announcement will call for pre-proposals and specify a date by which the pre-proposals must be delivered to the OVPR.
3. If the sponsor requires a "letter of intent" from applicants, a copy of that letter should be sent to the OVPR so it can anticipate the possible need for the program to be coordinated internally.
4. If the number of letters of intent and/or pre-proposals received by the OVPR exceeds the number of applications the sponsor will accept, the OVPR may convene the Principal Investigators to consider the possibility of agreement on a single collaborative program rather than individual competing programs. Should collaboration be impracticable or unobtainable, the OVPR will establish a faculty panel to review the pre-proposals and advise the University on a basis of merit and conformance with University policy and sponsor's guidelines, which of the pre-proposals should be expanded to full

proposals and advanced to the next level of competition.

5. Those submitting pre-proposals will be informed by the OVPR if there is to be an internal competition, and those chosen to proceed with the development of full proposals will be informed in sufficient time to complete their work and meet the deadline for submission established by the program sponsor.
6. Some sponsors treat each of Rutgers' three regional divisions (Camden, Newark and New Brunswick) as separate institutions. In such a case, OVPR will coordinate the program for New Brunswick, and Camden and Newark will be served by their local Office of Sponsored Research.