

RFP Tips

Eligibility Restrictions

- Institutions of Higher Education or Non-Profit
- Geographical Restrictions
- PI Eligibility
 - New Investigator
 - U.S. Citizen
 - Tenured Faculty
 - Early Career

Is a Letter Of Intent or pre-proposal submission required

Is the number of submissions per institution limited.

Is it a one-time submission or can you resubmit

Period of Performance

- Can you conduct the project during the proposed time frame and with current work load.

Deadline

- The RI must have the completed proposal including final narrative, budget, CV, etc. five business days before the proposal is to be submitted. Allow for time to collect and prepare this information.
- Will the RFP be open again at a later date
- Is it a rolling deadline

Budget

- Minimum/maximum amount
- Salary caps
- F&A allowed

Match

- Match can only be included when it is required by the RFP.
- Match has to be relevant to the scope of work of the project and take place during the same period of performance as the grant.
- Federal funds of any kind can not be used as match.