

Proposal Preparation and Review Services Consideration

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Office of Research & Economic Development

Proposal Preparation and Review Services Consideration

Preparation of Non-technical Documents for Full Proposals:

- g.g forms, bios formatting, budget justification, etc.
 - Content and request must be provided at least 1-month in advance
 - Service offered by ORS pre-award (intended for units/divs/dept that have no support)
 - + is ≥ 1 -month enough?
 - + what if pre-award can't keep up?
 - + does this service seem fair to all (some units already have these services)?
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Non-technical Review of White Papers:

- Solicited or un-solicited documents <3-pages will be reviewed
 - Investigator chooses review type: flow, needs, and/or grammar
 - Reviewer returns formal comments within 1-calendar-week of receipt
 - Offered by ORS pre-award (expectation is 30-min work)
 - + are non-technical reviews useful?
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Technical Review of White Papers:

- sub-committee of 3 (from overall committee of ~20) reviews white paper
- Comments are returned within 1-calendar-week
- ORS Pre-award administers/organizes white paper exchange, reviewers, reviewer comments
 - + is this workload reasonable and how about multiple iterations?