NIH Electronic Proposal Submission Timeline

10 Business Days
Draft due to PreAward for NIH Electronic Submissions

5 Business Days
Final Due to PreAward for NIH Electronic Submissions

Application must be accepted by Sponsor – No Errors

Forms
- 424 R&R Complete except for science. Budget is Final
  - PDS
  - COI
  - Cost Share, if needed
  - F&A Split, if needed
  - VA MOU if needed

Forms
- 424 R&R FINAL, all areas
  - Corrections Made
  - Science Uploaded/FINAL
  - SUBMIT TO NIH

Application must be accepted by NIH eRA Commons

Resolve Problems/Correct/Resubmit as needed
PreAward will review and send comments back within 2 Business Days.

PreAward reviews applications based off Sponsor’s announcement and will send comments or corrections back to department to correct and finalize.

For “Other” electronic submissions, target transmission is 48 hours prior to allow for “server jams.”

Sponsor Due Date

Department or PreAward will submit to Sponsor 48 hours prior to this date.

Department will send finalized application back to PreAward before Sponsor Due Date.

For “Other” electronic applications, depending on Sponsor guidelines.

5 Business Days

Draft Proposal Due to PreAward

Review Period

PreAward reviews applications based off Sponsor’s announcement and will send comments or corrections back to department to correct and finalize.

Department will send finalized application back to PreAward before Sponsor Due Date.

For “Other” electronic submissions, target transmission is 48 hours prior to allow for “server jams.”

Department will submit paper applications and PreAward can submit “other” electronic applications depending on Sponsor guidelines.

FORMS

• Sponsor/Format w/budget
• PDS
• COI
• Cost Share, if needed
• F&A Split, if needed
• VA MOU if needed