



Office of Sponsored Programs Proposal Submission Policy and Deadlines

Background: UNLV is subject to numerous sponsor requirements, including but not limited to those set forth in specific solicitations, sponsor guidelines, and the OMB Uniform Guidance, NSHE and UNLV institutional policy. Each month, the staff in Office of Sponsored Programs (OSP) reviews, signs, and submits large numbers of proposals. This is the policy of UNLV to require the timely submission of complete proposal packages to OSP in accordance with the time line established within this policy in order to ensure a thorough and complete review prior to submission to the sponsoring agency.

OSP Submission Deadlines:

Principal Investigators are not to submit directly to a sponsor unless this is specifically stated in the RFP; if this is the case, the grant must be submitted to the sponsor and the principal investigator must submit a copy of the proposal to the Office of Sponsored Programs (OSP) for review and approval. The grant must be submitted to the sponsor and the principal investigator must submit a copy of the proposal to the Office of Sponsored Programs (OSP) for review and approval.