

CAPACITY BUILDING | PROJECT DATES | TIMELINE

2020 - 2021 >>>

***** REMINDER: Have Ag Communications to edit your 2nd draft after addressing Reviewers' comments *****

***** Associate Dean for Research Denoted as ADR ******

DATE	ACTIVITY	TIME	TO WHOM	LOCATION
Tuesday, December 1, 2020	CBG Notice of Intent Due to Chairs	COB	Chair	Department Chair's Office
Friday, December 4, 2020	CBG Notice of Intent Due to ADR	COB	ADR	Agricultural Research Program
Monday, February 22, 2021	Faculty submit 1st draft proposal to Department Chair	COB	Chair	Department Chair's Office
Monday, March 1, 2021	Department Chair submit 1st draft to ADR (MS Word version only.)	COB	ADR	Agricultural Research Program
Friday, March 5, 2021	Proposals sent to External Review Panel for evaluation	COB	External Review Panel*	
Friday, April 2, 2021	External Review Panel submit completed online evaluation forms	COB	ADR	Online
Friday, April 9, 2021	12 proposals selected for submissions to NIFA. PI's notified of projects recommended for advancement to NIFA.	COB		
Monday, April 12, 2021	Notify 2 alternates with next steps and provide Reviewers' feedback (Alternates do not submit NOI to DORED)	COB		
Friday, April 16, 2021	Alternates must accept continuance as an "Alternate"	COB	ADR	Agricultural Research Program
Friday, April 23, 2021	Submit Notice of Intent to DORED. Copy Donna Robertson and Dr. Helen Kiss.	COB	DORED / Grants Administrator / Research Development Manager	DORED / Donna Robertson / Dr. Helen Kiss
Friday, May 7, 2021	Create workspace (accepted projects only)	COB	Workspace	Workspace
Friday, June 4, 2021	2nd draft of selected proposals due to ADR	COB		Agricultural Research Program
Mon., June 7 - Fri., July 2, 2021	Review revised proposals		ADR	Agricultural Research Program
Tuesday, July 6, 2021	Edited proposals returned to PI's for final revision and preparation for submission to NIFA via RAMSes			
Monday, July 19, 2021	Submit budget & budget narrative to Donna Robertson and Dr. Helen Kiss. Submit draft of Dean's support letter to ADR.	COB	Grants Administrator / Research Development Manager	Donna Robertson / Dr. Helen Kiss
Monday, August 23, 2021	Submit final proposal & all supporting documents in grants.gov for submission to NIFA (addressing final review comments)	COB	Grants.gov	Grants.gov