

UNIVERSITY RESEARCH COUNCIL

TIMELINE FOR SUBMISSION OF RESEARCH PROPOSALS 2023-2024

FACULTY RESEARCH PROPOSAL SUBMISSION DUE DATES						
To Institutional Review Board or, Institutional Animal Care & Use Committee, or Radiation Safety Committee (If appropriate)	To Department Chair	To Chair of College Research Committee	To College Dean	To Graduate Dean *	To URC Members	URC Meeting
Prior to submission for funding	09-14-2023	09-21-2023	10-05-2023	10-12-2023	10-26-2023	11-14-2023
Prior to submission for funding	01-23-2024	01-30-2024	02-13-2024	02-20-2024	03-05-2024	03-26-2024

*** IMPORTANT: IRB and/or IACUC approval must be granted by the respective research compliance committee prior to proposal submission to the Graduate Dean. A copy of the approval letter must be attached to the proposal.**

SUBMISSION PROCEDURE

Once proposals have completed all the approvals through the College Dean, they will need to be digitized and submitted electronically to the Graduate School.

Each proposal and its supporting documents should be created in its own PDF file and the filename should be that of the PI followed by their college code (ex. Smith, John COE.pdf). The original (paper copy) of the proposal must also be submitted to the Graduate School.

Please email your proposals to Leslie George at lgeorge@uca.edu in the Graduate School.