



QUICK SUMMARY: TIERED PROPOSAL SUPPORT

FULL REVIEW

Support Type	Basic summary of support	Timing requirements	Proposal characteristics
<p>Full review</p>	<ul style="list-style-type: none"> All items from basic review, plus: In depth review of subaward materials and UI budget and justification, <ul style="list-style-type: none"> Assistance translating the budget into the agency format, Verification of formatting for justification, Support with coordinating needed changes to subawardee’s OSP equivalent, Completion of reps and certs documentation, Stewarding compliance approvals when appropriate, (protocols, FCOI, terms and conditions reviews, tribal relations, etc.), Agency portal review and suggestions for compliance (naming conventions, document formats, etc.) Tracking approvals and helping when stalled, Allowing scientific narrative and/or abstract to remain in draft form up to the three-business day rule deadline. 	<ul style="list-style-type: none"> All documents must be available for OSP review at least ten business days ahead of deadline. <ul style="list-style-type: none"> Non-science documents should be in near-final form at this time and substantial changes are not allowable. <u>Budget, subawardee materials, other required documents (except below), and personnel documentation must be in final form and to OSP 6 business days in advance.</u> <ul style="list-style-type: none"> Changes requested by OSP must be coordinated and finalized before the four business-day rule deadline. Project narrative and abstract may be edited up to <u>three business-days</u> prior to the deadline. Failure to meet the above timelines (including making substantial changes) may result in proposal non-submission. 	<ul style="list-style-type: none"> Any proposal with a waiver needed All proposals with two or more subawardees All proposals with an International component(s) USDA TFFA requirement with one or more subawardee Cost share including third-party Proposals that require compliance certifications (such as civil rights questionnaires, EPA certifications, PROC forms, etc., <i>not just SF424 packets or grants.gov standard forms</i>)