SCHEDULE OF SUBMISSION AND APPROVAL OF PROPOSALS
Academic Year 2020-2021
(Faculty Research Program, Humanities Projects, Creative Works, Literature Review Articles, New Ph.D. Grant, Thesis/Dissertation Projects, Book/Article Manuscript Writing Program, Interdisciplinary Research)

Activity		*First Term* Research Projects for Implementation in the Second Term		*Second Term* Research Projects for Implementation in the Third Term		*Third Term* Research Projects for Implementation in the First Term AY2021-2022	
Call for Submission of Proposals		1st Call July 13, 2020 2nd Call July 27, 2019 (Wk 7) (Term 3 AY2019-2020)	Monday Monday	1st Call Oct. 16, 2020 2nd Call Nov. 6, 2020 (Wk 7) (Term 1 AY2020-2021)	Friday Friday	1st Call March 1, 2021 2nd Call March 15, 2021 (Wk 7) (Term 2 AY2020-2021)	Monday Monday
Deadline for Submission of Project Proposals with Departmental Action to URCO							
• Regular Faculty Research Project Grant (Competitive per College), New Ph.D. Grant, Materials Development/Online Materials Development Grant, Book/Article Manuscript Writing Program, Literature Review Articles Grant • Creative Works Grant (Competitive, Once a Year Call for the Whole University) • Interdisciplinary Research Grant ((Teams should be composed of at least 3 faculty members coming from at least 2 different colleges, with distinct disciplinal differentiation among the proponents.)		**September 4, 2020** (Wk 10 Term 3 AY2019-2020)	Friday	**December 11, 2020** (Wk 9 Term 1 AY2020-2021)	Friday	**May 7, 2021** (Wk 10 Term 2 AY2020-2021)	Friday
FRP/SPG/RPW Proposals **Technical Review of Proposals by Internal Experts (except for RPW)** • Initial review of proposals • 1st revision of proposals by faculty proponents • Final review of proposals	**IR Proposals** **Scheduling of the Research Panel Meetings**	Sept.-Oct 23, 2020 (Wk 11-14 Term 3 AY2019-2020 to Wk 2 Term 1 AY2020-2021)		Dec. 2020-Feb. 19, 2021 (Wk 10-14 Term 1 AY2020-2021 to Wk 2 Term 2 AY2020-2021)		May-June 25, 2021 (Wk 11-14 Term 2 AY2020-2021 to Wk 2 Term 3 AY2020-2021)	
CRC meetings for the evaluation and approval of submitted project proposals	**Research Panel meetings for the deliberation and approval of IR proposals**	October 26-30, 2020 (Wk 3 Term 1 AY2020-2021)	Mon-Fri	March 15-19, 2021 (Wk 3 Term 2 AY2020-2021)	Mon-Fri	June 28-July 2, 2021 (Wk 3 Term 3 AY2020-2021)	Mon-Fri
URCO communicates CRC action on project proposals to faculty proponents							

Activity		First Term		Second Term		Third Term	
		Research Projects for Implementation in the Second Term		*Research Projects for Implementation in the Third Term*		*Research Projects for Implementation in the First term AY2021-2022*	
FRP/SPG/RPW Proposals **Proposal revision after CRC meeting (i.e., proponent to address the CRC recommendations)**	**IR Proposals** **Proposal revision after Research Panel meetings (i.e., IR Team to address the Research Panel Members' recommendations)**	Nov. 3-7, 2020 (Wk 4, Term 1 AY2020-2021)	Tue-Sat	March 22-26, 2021 (Wk 4, Term 2 AY2020-2021)	Mon-Fri	July 5-9, 2021 (Wk 4, Term 3 AY2020-2021)	Mon-Fri
CRC Meetings for the Final Approval of the Revised Project Proposals *URCO communicates CRC action on project proposals to faculty proponents*	**Research Panel's final approval of the revised IR proposal**	Nov. 9-13, 2020 (Wk 5 Term 1 AY2020-2021)	Mon-Fri	April 5-9, 2021 (Wk 6 Term 2 AY2020-2021)	Mon-Fri	July 12-16, 2021 (Wk 5 Term 3 AY2020-2021)	Mon-Fri
Ethics Review of Proposals		(Wk6-14 T1AY20-21-20 & Wk1- T2AY20-21)		(Wk7-14 T2AY20-21 & Wk1- T3AY20-21)		(Wk6-14 T3AY20-21 & Wk1- T1AY21-22)	
Accomplishment and submission of ethics checklists Initial screening of submitted protocol - Initial screening by REO - Completion of documentary requirements		November 2020	Mon-Fri (On-going process of clearing until all requirements are completed)	April 2021	Mon-Fri (On-going process of clearing until all requirements are completed)	July 2021	Mon-Fri (On-going process of clearing until all requirements are completed)
Expedited Review - Expedited review 1st revision of protocol by faculty proponents (if modifications are required) 2nd review by RERC member (Review of Resubmitted Protocol)		Nov-Dec 2020	Mon-Fri (On-going process of clearing until all requirements are completed)	April-May 2021	Mon-Fri (On-going process of clearing until all requirements are completed)	July-Oct 8, 2021 *with the assumption that T1AY2021-2022 will start on Oct. 4, 2021	Mon-Fri (On-going process of clearing until all requirements are completed)
URCO Communicates Ethical Clearance for Expedited Reviews to Faculty Proponents		Jan. 11-15, 2021 (Wk 12 Term 1 AY2020-2021)		May 10-14, 2021 (Wk 12 Term 2 AY2020-2021)		Aug 30-Sep 3, 2021 (Wk 12 Term 3 AY2020-2021)	
Full Board Review - Proponent to provide data collection protocol in lay language - Distribution of protocol to RERC members - Full Board Review Meeting 1st revision of protocol by faculty proponents 2nd review c/o RERC Chair (Review of Resubmitted Protocol)		November 2020-January 2021	Once per term (to be scheduled)	April-June 2021	Once per term (to be scheduled)	July-Oct. 8,2021	Once per term (to be scheduled)

Activity	First Term Research Projects for Implementation in the Second Term		Second Term Research Projects for Implementation in the Third Term		Third Term Research Projects for Implementation in the First term AY2021-2022	
URCO Communicates Ethical Clearance for Full Reviews to Faculty Proponents	Feb. 15-19, 2021 (Wk 2 Term 2 AY2020-2021)		June 21-25, 2021 (Wk 2 Term 3 AY2020-2021)		Oct 11-15, 2021 (Wk 2 Term 1 AY2021-2022)	
Signing of the URCO Research Grant Agreement Form/Contract and the DIPO Intellectual Property Record Form by faculty proponents	To follow immediately after ethical clearance is granted to the project		To follow immediately after ethical clearance is granted to the project		To follow immediately after ethical clearance is granted to the project	