

## UCF Office of Research Adopts New User-Friendly Limited Submission Opportunities System

Researchers seeking limited submission opportunities will have a new, more user-friendly system in place called InfoReady, effective TODAY (Aug. 27, 2018).

The new InfoReady system is only for Limited Submission opportunities and Office of Research - Internal Programs. InfoReady will be used for limited submissions processes in lieu of the current Internal Opportunities portal. The InfoReady system can be easily accessed via UCF's single sign-on and it features a user-friendly homepage that lists all active opportunities and provides a convenient submission deadline calendar.

This new system can be accessed at <https://ucf.infoready4.com/> beginning today. Any limited submission white paper already under consideration within the current Internal Opportunities portal will be transferred to InfoReady on that day.

You can find out how to use the new system by watching this brief [InfoReady overview video](#). The Office of Research will also host an [InfoReady workshop](#) on Wednesday, Sept. 5, 2018 in Student Union Room 223 from 10:00 – 11:00 a.m.

Any researcher seeking a limited submission or internal opportunity must go through the UCF Office of Research - Limited Submissions process. Each year, many funding agencies set opportunity-specific limits on the number of proposals from a single institution that they will accept for review.

In order for UCF to compete for these limited grants and awards, UCF identifies its strongest research proposal for each opportunity. This task is accomplished through the Office of Research - Limited Submissions process, where **all** faculty are notified via email of the limited submission funding opportunity announcements and have an equal opportunity to apply internally to pursue them. The Office of Research will continue to send out "Weekly Alert" emails for Limited Submission funding opportunities newly listed on the InfoReady homepage. If you are not receiving these "Weekly Alert" emails, please contact Limited Submissions at [LimitedSub@ucf.edu](mailto:LimitedSub@ucf.edu).

Interested Principal Investigators can submit a limited submission white paper using InfoReady, and a UCF faculty ad-hoc technical review committee will review and rank it. The Principal Investigator of a white paper selected to proceed, is then notified and asked to complete the Office of Research processes necessary to submit a full proposal to the funding agency.

Other perks of the new system:

- a single place for submitting Notices of Intent and white papers
- auto-populating of applicant general information to save time
- the ability to save and edit draft applications
- automated progress updates to keep faculty informed about their application's status
- the ability for reviewers to access, read, score and comment on white papers online

If you have any questions regarding the InfoReady system or the Limited Submissions process, please contact Joshua Roney ([joshua.roney@ucf.edu](mailto:joshua.roney@ucf.edu)) or Jackie Sullivan ([jacqueline.sullivan@ucf.edu](mailto:jacqueline.sullivan@ucf.edu)) on the Research Development Team.