

Frequently Asked Questions (FAQs)

1. Can I submit more than one application?

Yes, an individual investigator may submit more than one application as the Principal Investigator, provided each proposal addresses a different research question or project. Duplicate or substantially similar applications are not allowed.

2. My application was rejected, can I resubmit?

Resubmissions are allowed in future funding cycles, unless stated otherwise. Revised proposals must address prior reviewer feedback and include a cover letter summarizing changes. Resubmissions during the same funding cycle are not permitted (i.e., if your application was rejected during one funding cycle, you must wait until that funding cycle has closed and the RFP has been reissued, thus starting a new funding cycle, before you can resubmit).

3. Can the PI be based outside the U.S.?

Unless explicitly allowed in the RFP, international institutions are generally not eligible to serve as the primary applicant. However, international collaborators may participate as co-investigators or subcontractors if their expertise is critical to the project.

4. Are funding decisions final?

All funding decisions are final and based on merit review, programmatic fit, and available resources. Applicants are encouraged to request feedback for future improvement.

5. Can indirect costs exceed the cap?

No. Indirect costs must adhere to the stated cap (i.e., 8% of total direct costs). Proposals exceeding this limit may be deemed non-compliant and excluded from review.

Note: Indirect costs should be calculated as a percentage of the direct costs requested, not as a percentage of the total budget. Indirect costs may be requested for funds used for subcontracts; however, the total indirect costs requested must not exceed the stated allowable percentage of the total direct costs budgeted for the subcontract.

6. What are some examples of allowable and unallowable costs?

Allowable costs are those costs incurred by the grantee that are necessary and reasonable for the performance of the funded project, allocable to that project (and only that project), and consistent with the policies of the grantee institution, the grant agreement, and the RFP.

Examples of allowable costs include:

- Salary, wages, and fringe benefits of project personnel (salary should not exceed the salary limitation for Executive Level II of the Federal Executive pay scale provided on the NIH Salary Cap Summary website: <https://grants.nih.gov/policy-and-compliance/policy-topics/nih-fiscal-policies/salary-cap-summary>)
- Consumable supplies
- Computer hardware and software costs up to \$3,000 per year
- Economy travel costs up to \$3,000 per year to attend scientific meetings and/or conferences

Examples of unallowable costs include:

- Tuition
- Permanent or fixed equipment
- Books, journals or office equipment

Unless otherwise noted, institutions may use the Federal Uniform Guidance 2 CFR Part 200 for determining allowability of costs.

7. What is the policy regarding the use of AI in grant applications?

Applications that are substantially developed by AI will not be considered original work. Limited administrative or drafting use of AI may be acceptable if applicants carefully avoid plagiarism, fabricated citations, and similar issues. The applicant is responsible for all content of the application, regardless of whether or not AI is used.

Peer reviewers are strictly prohibited from using AI tools to analyze or draft critiques and are banned from uploading application content to public AI systems.

8. I am not the PI but I am on the application. Can I submit the application on my PI's behalf?

The application must come from the ProposalCentral account of the PI who is the main contact and is responsible for reporting. The preferred path is that the PI starts the application and then gives colleagues access. If the PI has given you “Administrator” permission in the “Enable Other Users to Access this Proposal” section, then you are able to submit on behalf of the PI.

9. Does the Arthritis Foundation provide No Cost Extensions (NCE)?

Yes. The PI must submit a request for an NCE. The minimum NCE period is six months, and requests require PI, financial administrator, and institutional administrator sign-off. The NCE request does not replace required deliverables such as progress and financial reports; all deliverables remain due by the indicated dates in ProposalCentral. Approval of an NCE will result in additional final reports due at the end of the NCE period.