

## Research Review Committee 2019 Forum Dates and Deadlines

Researchers submitting new proposals for RRC review are required to attend a Research Review Forum on conducting research in the School District of Philadelphia (SDP). In-person Research Review Forums are held monthly at SDP's Central Office (440 North Broad Street, Philadelphia, PA 19130), generally the first Tuesday of the month from 1-2:30pm ET. A webinar version of the forum can be held for researchers outside the Greater Philadelphia area, upon request, and on the forum date from 10-11am ET. Please RSVP for either the in person forum or webinar by emailing [researchreview@philasd.org](mailto:researchreview@philasd.org).

The monthly submission deadline occurs on the Friday following the Research Review Forum. Please see below for specific dates:

Forum Date <small>In person: 1-2:30 pm ET Webinar: 10-11am ET</small>	Month 2019	Submission Deadline <small>5:00 ET</small>
Jan 8	January	Jan 11
Feb 5	February	Feb 8
Mar 5	March	Mar 8
Apr 2	April	Apr 5
May 7	May	May 10
June 4	June	June 7
July 2	July	July 5
Aug 6	August	Aug 9
Sept 3	September	Sept 6
Oct 1	October	Oct 4
Nov 5	November	Nov 8
Dec 3	December	Dec 6

Proposals must be received electronically by the Office of Research & Evaluation by **5:00pm ET**, the close of the business day. Hard copy proposals must be postmarked by the due date.

Proposals delivered through the U.S. Postal Service, UPS, FedEx, or other mail delivery services should be addressed as follows:

Research Review Committee  
Office of Research and Evaluation  
School District of Philadelphia  
440 North Broad Street, Suite 214  
Philadelphia, PA 19130

Questions? Please email [researchreview@philasd.org](mailto:researchreview@philasd.org) or call 215-400-4260 for more information.  
This information was last updated in December 2018.