Orientation to Research & Sponsored Projects

Session I: Getting Started

September 13, 2010
Welcome

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Introductions

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Agenda

- Overview: ORSP Vision & Services
- Identifying Research Opportunities
- Analyzing a Solicitation
- Identifying a Network
- Submitting a ‘Notice of Intent’
ORSP Vision

- Provide a supportive environment designed to increase the number and frequency of proposals submitted by UTEP to external funding sponsors

- Provide timely & effective service in pre & post award while ensuring compliance with agency & university regulations and policies

- Provide support to investigators in the post award oversight of awards
ORSP Services

- Administration of research and sponsored projects
- Information, training, and compliance oversight
- Proposal development support
- Administration of institutional review boards
- Technology transfer, licensing and commercialization
Proposal Development Services: a Brief Overview

- Identification of strategic funding opportunities
- Proposal development, writing and review
- Grantsmanship training and development
  - Proposal preparation fundamentals
  - Agency-specific workshops
  - Proposal-specific section topics (research plan, project management, evaluation, etc.)
- Provision of institutional and regional data
Defining a Sponsored Project

- Funding is provided by external source
- The proposed project binds the University to a specific scope of work & progress, technical reports, or other deliverables are required
- Billing or report of expenditures is required
- The project has a specified performance period
- The project has budgeted costs
- Acceptance of terms & conditions is required to obtain award
Identifying Funding Opportunities

Types of Funding Agencies

- Federal
- State
- Foundation
- Local
Identifying Funding Opportunities: Funding Searches

Web pages to search for funding:
- Grants.gov
- Community of Science (COS)
- Agency websites

Search by key words:
- Search by agency
- Search by research categories
Identifying Funding Opportunities:
Agency Web Pages

NSF
http://nsf.gov/

NIH
http://nih.gov/
Identifying Funding Opportunities

Electronic Tools

http://0-fundingopps.cos.com.lib.utep.edu/

COS Funding Opportunities

http://www.grants.gov/applicants/find_grant_opportunities.jsp
Activity: Identifying Funding Opportunities

**TASK**

Log on to COS

http://o-fundingopps.cos.com.lib.utep.edu

- Use the wizard search function
- Open an opportunity and review the synopsis

**Time Limit: 10 Minutes**
Activity: Identifying Funding Opportunities

**TASK**

Log on to Grants.gov

http://www.grants.gov/applicants/find_grant_opportunities.jsp

- Select ‘Browse by Agency’
- Select agency of interest – browse opportunities
- Sign up for RSS feeds or e-mail alerts

Time Limit 10 Minutes
Analyzing a Solicitation

- Who is eligible to submit?
- Is this a limited submission?
- What is the goal of the program?
- What are the deadlines?
- What is the funding level and funding period?
- Is an LOI or preliminary proposal required?
- What are the review criteria?
Analyzing a Solicitation: Group Activity

Get into assigned groups

Introduce yourselves and state your areas of interest

Time Limit: 5 minutes
Activity: Analyzing a Solicitation

Task
- Review the solicitation
- Answer questions to the right

- Eligibility criteria?
- Funding level? Period?
- Agency & program goals?
- Deadlines?
- Limited number of submissions?
- LOI or preliminary proposal required?
- Review criteria?

Time Limit: 15 minutes
Activity: Analyzing a Solicitation
Group Activity

- Chose one solicitation
- Discuss how you could contribute to a response to this solicitation

Time Limit: 15 minutes
Analyzing a Solicitation: Group Activity

Report Out
Identifying a Network: The Expertise System

Web-based Expertise Profile System provides information on:

- Faculty and Staff Expertise
- Research Centers
- Technologies and Patents
- Research Facilities
- Equipment
- Laboratories and Research Groups

E-mail login allows editing access

Networking and Establishing Collaborations

The Collaborative Partnership is a search engine that allows individuals to find each other and build partnerships in pursuit of conducting research through inter-institutional searches.

https://orspprofile.utep.edu/profilesystem/indexnew.php
Submitting an ORSP Notice of Intent

- **Purpose** – provides notice to ORSP of PI intent to submit a proposal that allows for ORSP to prepare for submission and provide timely assistance and review
  - Two-stage review process
    - Ensure proposal description addresses the specific request
    - Ensure adherence to the sponsor’s submission guidelines

- **Requirements**
  - Complete the *Notice of Intent* form 14 days prior to deadline
  - Submit copy of the complete proposal with transmittal form to ORSP 5 days before sponsor deadline

Submit as early as you can so we can provide you with more assistance on your proposal
Submitting an ORSP Notice of Intent

http://research.utep.edu/Default.aspx?tabid=66486
Agenda – Session II & Future Workshops

**Agenda for Session II**

- Overview: Research Responsibilities & Oversight
- Proposal Development
  - Creating a Network
  - Developing a Timeline
  - Proposal Preparation
- Developing a Proposal Budget
- IRB
- Intellectual Property
- Processing Your Proposal

**Future Workshops**

- Jumpstart Your Research
- Workshops on Demand
  - Developing a proposal timeline
  - Selling your proposal idea
  - Writing an NIH proposal
  - Writing an NSF proposal
  - Writing a research plan
  - Writing the project summary/ specific aims
  - Understanding the review process
Contact Information & Resources

ORSP Proposal Development Team
ORSPProsDev@utep.edu

ORSP Research Administrators
http://research.utep.edu/Default.aspx?tabid=61607

ORSP web page
http://research.utep.edu/Default.aspx?alias=research.utep.edu/orsp

Expertise System
https://orspprofile.utep.edu/profilesystem/
Reflection

What did you learn today that was new?

What would you like to learn more about?

What elements of the workshop did you find the most relevant?