

New Faculty Research Orientation Breakout Session

Navigating Extramural Support by Finding Funding, Submitting Proposals, and Obtaining and Managing Awards



Session Moderator: Twila Fisher Reighley
Asst. Vice President for Research and Graduate Studies

August 17, 2017

Agenda

- Finding Funding
- Limited Submissions
- Navigating Proposals and Awards
- Helpful Resources
- Office of Sponsored Programs
- Contract and Grant Administration
- Sponsored Programs Administration
- Research Administration Metrics and Workgroups

Finding Funding and Proposal Development Assistance



Lauren Aerni-Flessner and Sobha Ramanand
Office of Research Facilitation and Dissemination
Research Orientation, August 17, 2017

External Funding Sources

- **SciVal** <http://www.funding.scival.com/home#b> comprehensive funding database of federal and private foundations
- **VPRGS website** <http://vprgs.msu.edu/find-funding> lists many external funding sources and internal programs
- **Office of Research Facilitation and Dissemination** <http://vprgs.msu.edu/funding-opportunities> some funding or limited submission opportunities emailed directly to faculty
- **MSU Libraries** offers “Grants and Related Resources” at <http://libguides.lib.msu.edu/grants> - including the Foundation Center.
- **Other information sources:** [Office of International Research Collaboration](#) (OIRC), [Environmental Science & Policy Program](#) (ESPP)

Proposal Development Assistance

Office of Research Facilitation and Dissemination (ORFD)

- **Funding information:**
 - Disseminate funding opportunity information to colleges, departments and faculty.
 - Assist faculty with identifying funding sources
- **Grant writing assistance:**
 - Assistance and development of grant-related supplementary documents/materials (letters of support, evaluation plans, management plans, proposal-related data, etc.)
 - Proposal formatting and editing
 - Budget assistance
- **Seminars and Workshops** on grant-related topics for early-career faculty.
Check <http://vprgs.msu.edu/calendar> for details.
- **Travel support** for agency visits (matched by college/department).

Contact Lauren Aerni-Flessner (aernifle@msu.edu) and Sobha Ramanand (Ramanand@msu.edu), 432-4499

Proposal Development Assistance

OVPRGS Grant Consulting and Editing

- **Consulting** to discuss funding strategies, previous grant reviews, and first draft review
- **Peer-review** coordination for scientific review of your proposal
- **Editing** – content, logic, grammar, help “selling” proposals
- **Seminars & webinars** - check <http://vprgs.msu.edu/calendar>

Contact information: 432-3773, RGS.review@campusad.msu.edu

Navigating Extramural Support: Submitting Proposals and Obtaining and Managing Awards



Twila Fisher Reighley, Asst. Vice President for Research and Graduate Studies

Katie Cook, Director, Office of Sponsored Programs

Evonne Pedawi, Director, Contract and Grant Administration

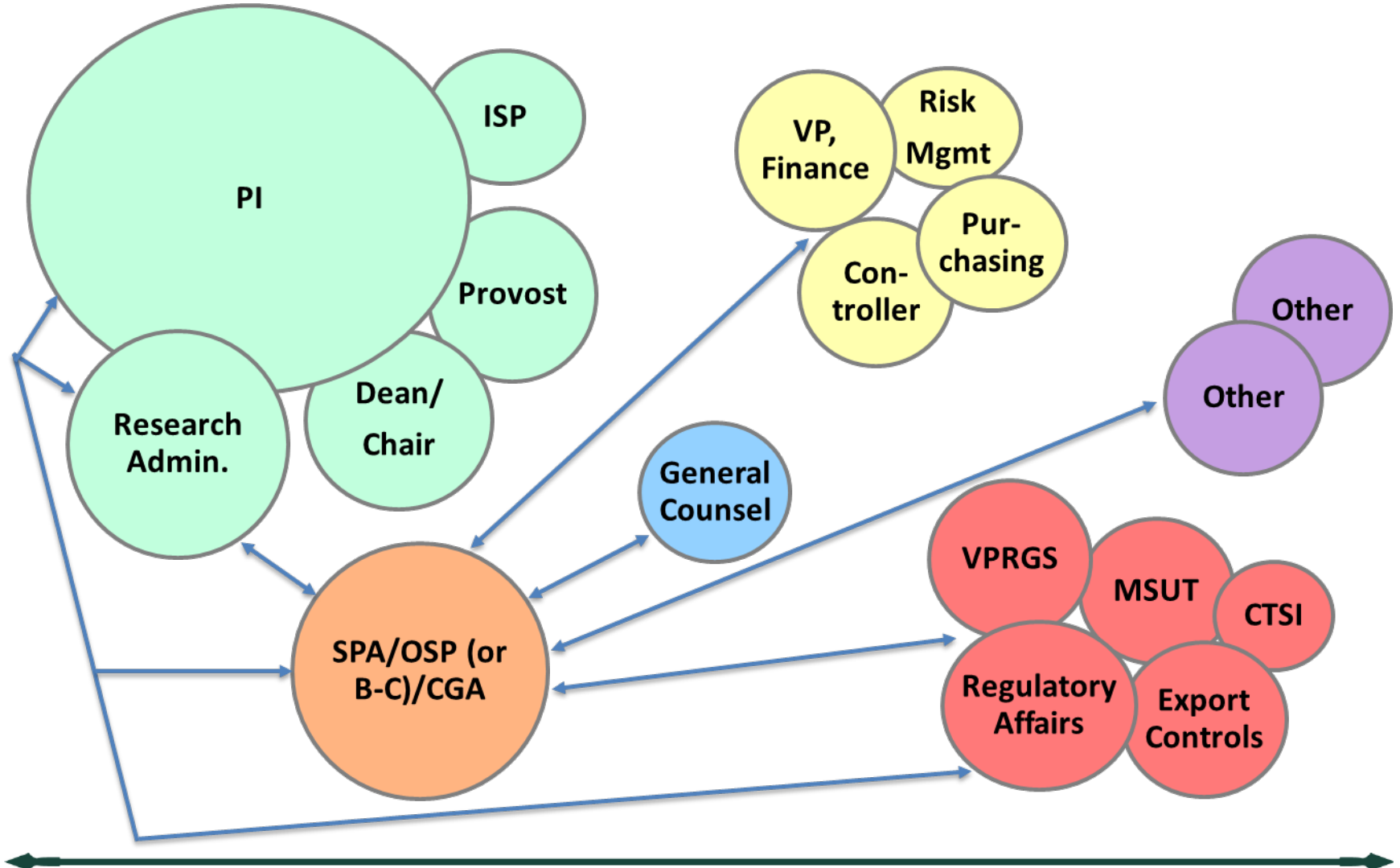
Institutionally Limited Proposals



- **Limited submission opportunities**, including faculty scholar and fellowship programs, available at <http://vprgs.msu.edu/funding-opportunities/institutionally-limited>
- OVPRGS conducts an **internal selection process** to determine which proposals will be submitted.
 - Where possible, internal deadlines are 8 weeks prior to submission.
- Researchers can **subscribe to a listserv** to receive email updates about opportunities at limited@msu.edu
 - Note, there may be other institutionally limited funding opportunities not listed.

Please direct questions to Doug Gage, gage@msu.edu

It Takes a Village to be Successful



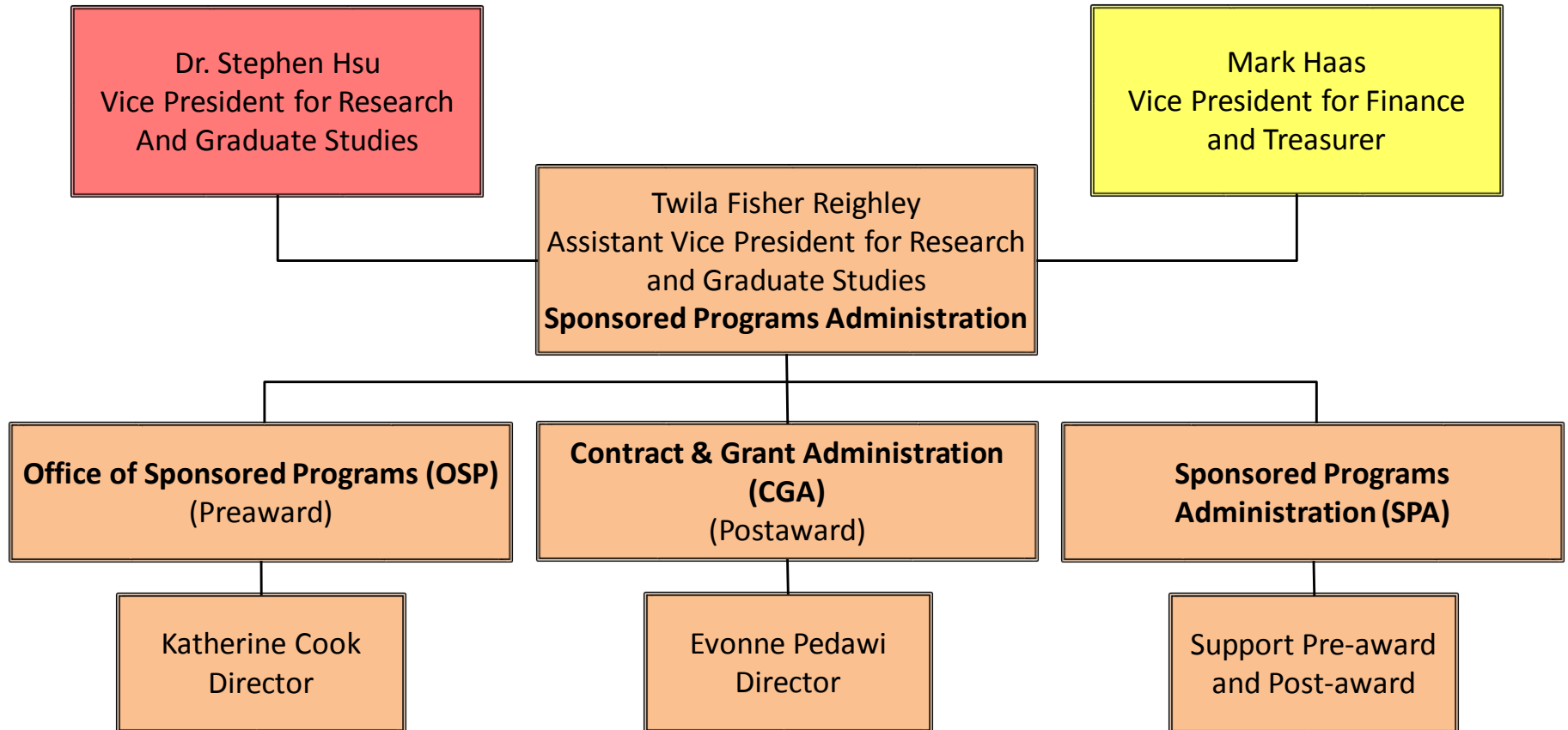
Defining Acronyms/Terms from Previous Slide

- PI: Principal Investigator
- B-C: Business-CONNECT
- CGA: Contract and Grant Administration
- CTSI: Clinical and Translational Sciences Institute
- ISP: International Studies and Programs
- MSUT: Michigan State University Technologies
- Office of Regulatory Affairs: includes Human Research Protection Program; Animal Care Program; Faculty Conflict of Interest Office; Environmental Health and Safety
- OSP: Office of Sponsored Programs
- SPA: Sponsored Programs Administration
- VPRGS: Vice President for Research and Graduate Studies

Sponsored Programs Administration

(Preaward and Postaward Administration)

MICHIGAN STATE
UNIVERSITY



Helpful Resources

- Most departments/colleges provide assistance locally
- SPA/OSP/CGA staff are happy to assist with questions
- Web resources that include video (short clips and longer educational materials)
- Contact a [Proposal Team member](#) if transferring grants from another institution
- Sign up for SPA listserv (updates, newsletters, etc., particularly if in unit that doesn't provide central support):

<https://www.cga.msu.edu/PL/Portal/DocumentViewer.aspx?cga=aQBkAD0AMQA1ADUA>

Helpful Resources: Website

MSU Research Award Life Cycle

Funding Opportunities



Proposal Development & Submission



Award Negotiation & Acceptance



Account Setup/ Modifications



Award Management



Award Closeout



Helpful Resources: Website (cont.)

www.spa.msu.edu

MICHIGAN STATE UNIVERSITY
Sponsored Programs Administration
 Office of Sponsored Programs | Contract and Grant Administration

Search...

Home | [Funding Opportunities](#) | [Proposal Development & Submission](#) | [Award Negotiation & Acceptance](#) | [Account Setup/Modifications](#) | [Award Management](#) | [Award/Closeout](#) | [Contact/About Us](#) | [Resources/Training](#) | Sign In

KC System Now Available

Use KC for Proposal Development and Conflict of Interest Reporting

- For support materials, click here.
- Email technical questions to kchelpdesk@msu.edu.
- For technical support, call 517-355-2000.

KC Web Forms
 Log in and add keywords, sponsors, non-MSU employees, performance sites

MSU Research Award Life Cycle

Funding Opportunities | Proposal Development & Submission | Award Negotiation & Acceptance | Account Setup/Modifications | Award Management | Award Closeout

How do I find . . .

News

[Friday Updates on the KC System Implementation](#)
 Since going live with the Proposal Development and Conflict of Interest modules in Kuali Coeus (KC) on April 24, 2017, we've encountered and learned a great deal. We would like to share these things with campus and plan to send updates every Friday through the [Read More About Friday Updates on the KC System Implementation](#)

[MSU Delays Implementation of New Federal Procurement Rules](#)
 Michigan State University will delay implementation of the new federal procurement rules found at 2 CFR Part 200, beginning with section 200.317, until July 1, 2018. MSU will continue to follow the federal procurement rules

Events

[Research Administration Project Training](#)

Frequently Required Budget and Proposal Data

Cage Code: 4B834
 DUNS Number: 193247145
 Employer Identification Number (EIN) for DHHS/NIH: 138-6005984A1
 IRS EIN: 38-6005984
[Find More Frequently Required Budget and Proposal Data](#)

\$589,179,948

3.466 2.780

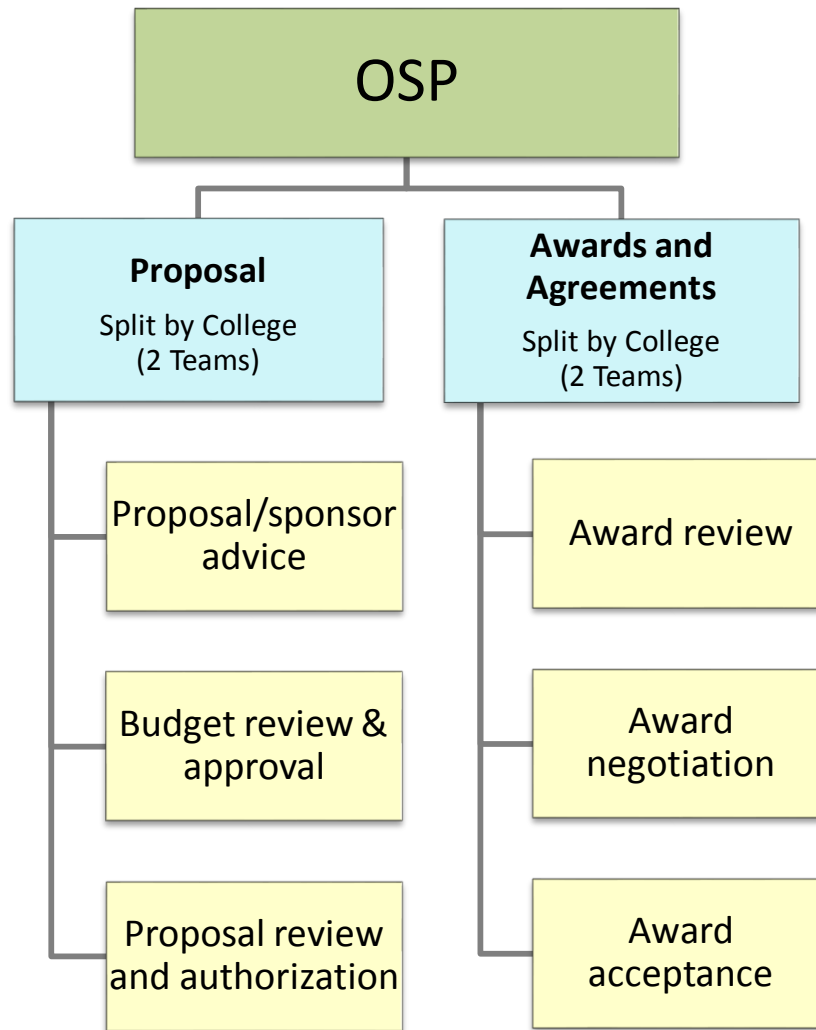
Frequently Used Tools

- Account Explorer
- Activity Log Search
- All Award Search
- Conflict of Interest Tools
- KFS (Kuali Financial System)
- KC (Kuali Coeus - Research Administration System)
- Portal
- Salary Budget Builder

[See all Tools](#)

Would you like some help? Select to disable message

Office of Sponsored Programs (OSP)



Proposal Tips

- Review and follow RFA/RFP instructions/guidelines.
- Start your budget early. We recommend having the budget complete at least 6 days prior to deadline. OSP will review and let you know of changes within two business days.
- Learn how to review/approve your proposals and complete your COI disclosures by watching the video at the following link: <https://ra-project.vprgs.msu.edu/reviewing-and-approving-proposal-completing-coi-disclosures>
- Complete proposals (includes having all Dept/College approvals) are to be submitted to OSP **at least 3 full business days** prior to the submission deadline. OSP's commitment is to submit on-time proposals, with limited exceptions, at least one business day before the deadline.
- Some departments and/or colleges have an official lead-time policy that establishes an internal proposal preparation and review schedule. Be aware of those policies and adjust accordingly!
- If OSP receives the proposal on the day of the deadline, the proposal will need Associate Dean for Research approval before submission.

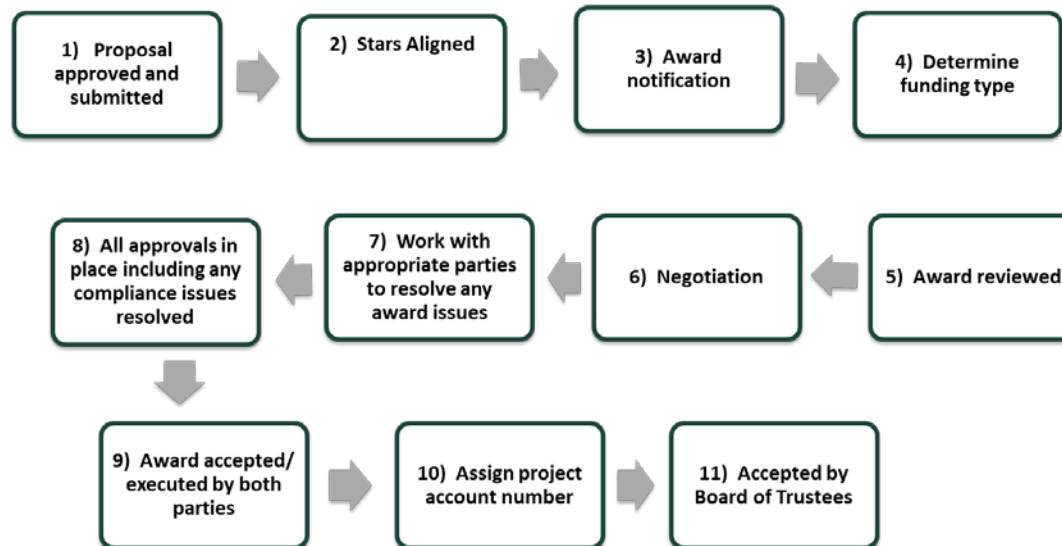
Kuali Coeus (KC) – Research Administration (RA) Enterprise-Level System

- Provides MSU faculty and administrative staff with access to the system's proposal development and conflict of interest modules.
- Benefit from improved information management and transparency throughout the complex life-cycle of proposal development and submission, award administration, and compliance.
- Proposal and budget development eLearning courses are available. Visit <https://ra-project.vprgs.msu.edu> for more user education, demonstrations, support materials and more.
- KC Help Desk: 517-355-2000 or kchelpdesk@msu.edu.

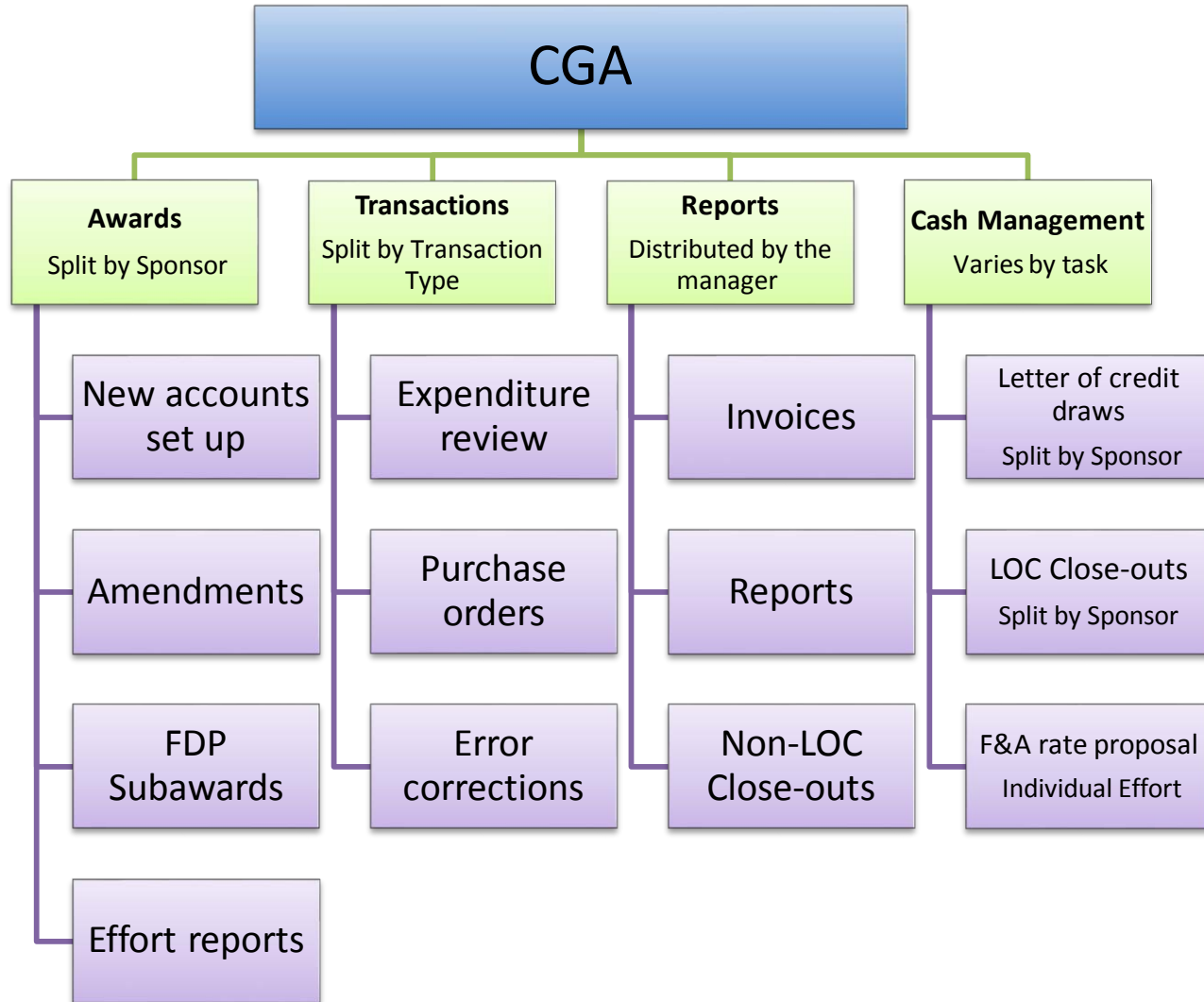
Award Tips

- Once you know that you will be receiving an award, make sure to start the process to get the compliance approvals necessary for your project as soon as possible.
- Negotiation and signature process through OSP.

Sponsored Project Award Process Overview



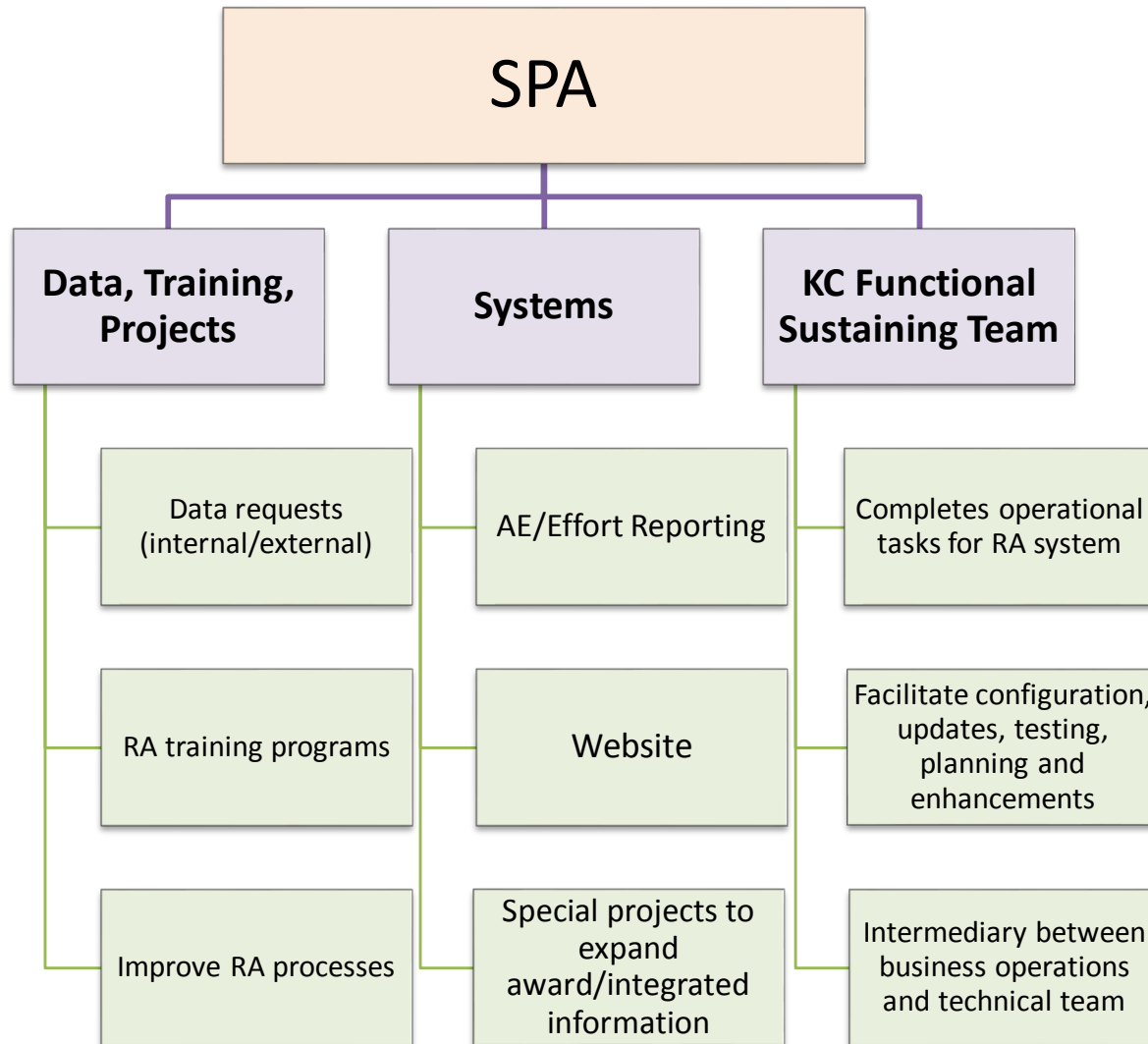
Contract and Grant (CGA) Overview



CGA notes

- Uniform Guidance – a “government-wide framework for grants management.”
- Sponsored research project audits can happen at any point in the award life cycle. If notified of one, contact CGA who is the primary point of contact for external audits.
- CGA is available to meet when receive first award to talk about tools available for account management.

SPA Overview

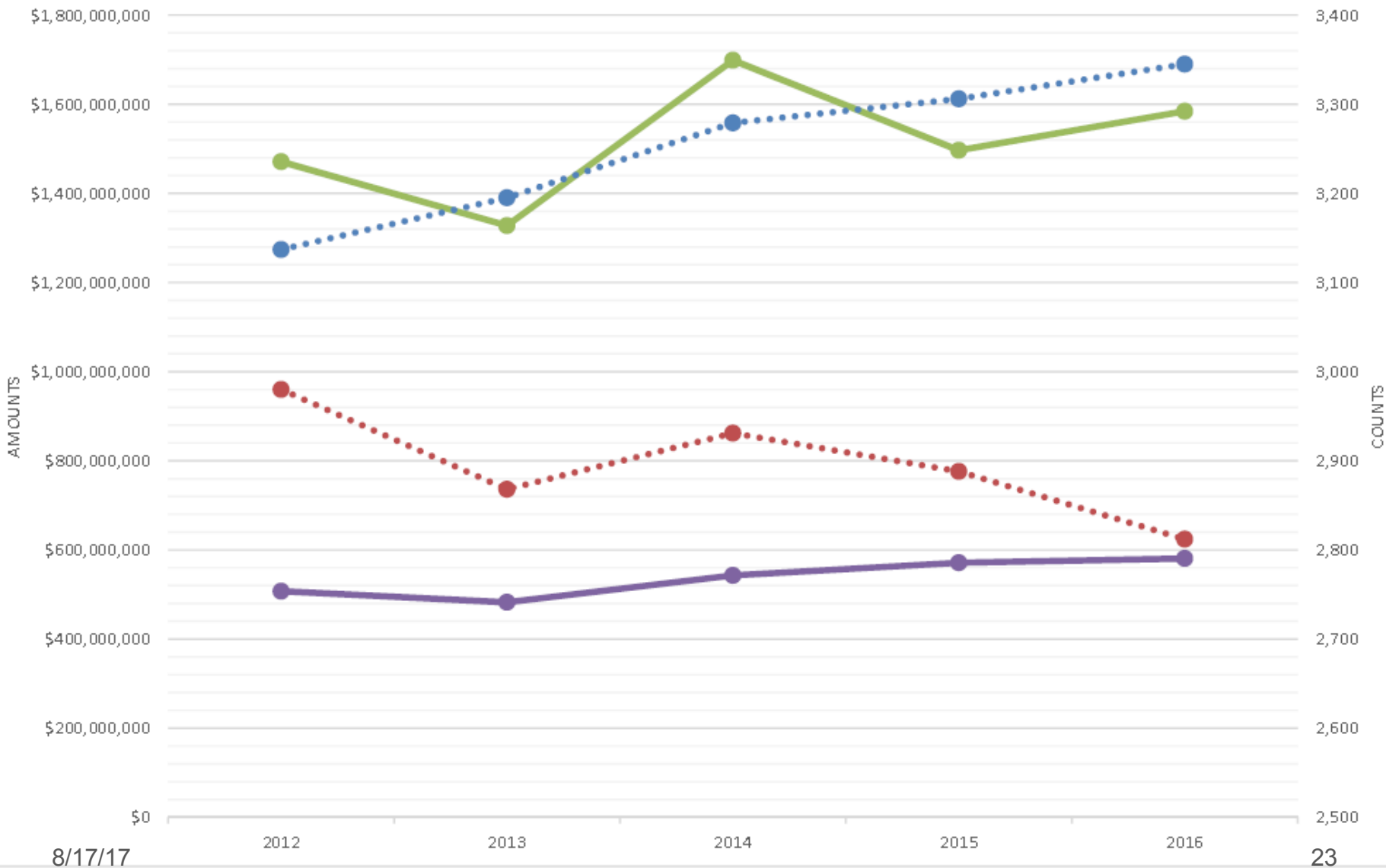


Data and Information in the following pages on how we're doing and groups focusing on improvements:

- Metrics:
 - Research
 - Research Administration
- Workgroups

Cumulative Proposals and Awards FY 2012-2016

Budget Requests Award Amounts Proposal Counts Award Counts



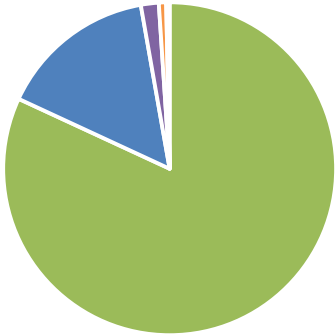
Cumulative Proposals and Awards Chart: Detailed Description

The Cumulative Proposals and Awards chart image is a line chart with four different colored lines showing cumulative proposal and award information over the time period of FY 2012 to FY 2016. The proposal counts line has consistently increased over the time period shown. The award counts line shows an overall decrease, with the only increase between 2013 and 2014. The award amounts line shows a small decrease between 2012 and 2013 with increases at each subsequent point. The budget requests line is the most volatile, with a decrease between 2012 and 2013, an increase between 2013 and 2014, followed by another decrease between 2014 and 2015 and an increase in the amount between 2015 and 2016. Overall, all of the lines increased between 2012 and 2016, with the exception of the Award Counts line.

Numerical values presented on the chart image are as follows:

	2012	2013	2014	2015	2016
Budget Requests	1,471,145,398	1,327,716,910	1,698,611,177	1,496,744,798	1,584,295,513
Award Amounts	507,293,992	482,542,495	542,716,695	571,191,830	580,839,757
Proposal Counts	3,137	3,195	3,279	3,306	3,345
Award Counts	2,980	2,868	2,931	2,888	2,812

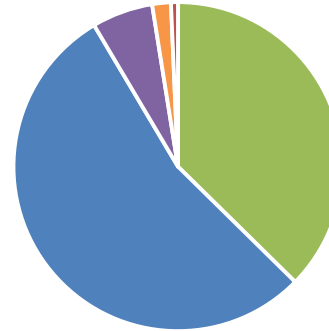
Proposal Point of Service Responses 2014-2017



Total Responses: 3,706
Response Rate: 15%

Overall, **97%**
either "Agree" or
"Strongly Agree"

Award Negotiation Point of Service Responses 2014-2017



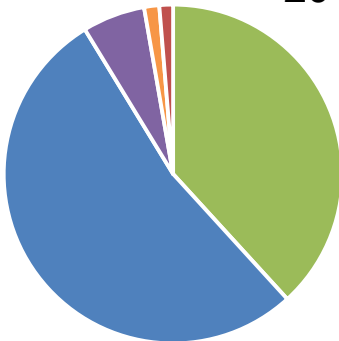
Total Responses: 1,082
Response Rate: 14%

Overall, **91%**
either "Agree" or
"Strongly Agree"



Help us help you by
sharing feedback

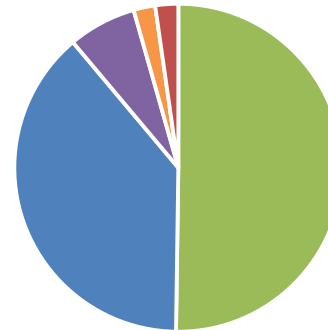
Account Setup Point of Service Responses 2014-2017



Total Responses: 1,082
Response Rate: 14%

Overall, **91%**
either "Agree" or
"Strongly Agree"

CGA Survey Responses 2015-2017



Total Responses: 251
Response Rate: 9%

Overall, **89%**
either "Agree" or
"Strongly Agree"
on questions
targeting specific
areas

Survey Response Charts: Detailed Descriptions

The image shows four pie charts that show survey response data.

The first chart, at the top left, shows responses to the proposal point of service survey between 2014 and 2017. Text beside the chart shows that 3,706 responses were received during the time period with a response rate of 15 percent. It also shows that overall, 97 percent of respondents either “Agree” or “Strongly Agree” with the statements in the proposal survey.

The second chart, at the top right, shows responses to the award negotiation point of service survey between 2014 and 2017. Text beside the chart shows that 1,082 responses were received during the time period with a response rate of 14 percent. It also shows that overall, 91 percent of respondents either “Agree” or “Strongly Agree” with the statements related to the award negotiation.

The third chart, at the bottom left, shows responses to the account setup point of service survey between 2014 and 2017. Text beside the chart shows that 1,082 responses were received during the time period with a response rate of 14 percent. It also shows that overall, 91 percent of respondents either “Agree” or “Strongly Agree” with the statements related to the account setup.

Numerical values on the charts:

Proposal Point of Survey Responses, 2014-2017

Strongly Agree	8873
Agree	1660
Neither Agree Nor Disagree	188
Disagree	77
Strongly Disagree	36

Award Negotiation Point of Service Responses, 2014-2017

Strongly Agree	1364
Agree	1975
Neither Agree Nor Disagree	219
Disagree	67
Strongly Disagree	25

Account Setup Point of Service Survey, 2014-2017

Strongly Agree	1376
Agree	1910
Neither Agree Nor Disagree	215
Disagree	52
Strongly Disagree	47

Survey Response Charts: Detailed Descriptions (continued)

The fourth chart, at the bottom right, shows responses to the CGA survey between 2015 and 2017. Text beside the chart shows that 251 responses were received during the time period with a response rate of 9 percent. It also shows that overall, 89 percent of respondents either “Agree” or “Strongly Agree” with the statements in the CGA survey.

CGA Survey Responses, 2015-2017

Strongly Agree	777
Agree	598
Neither Agree Nor Disagree	104
Disagree	33
Strongly Disagree	35

Some Groups at MSU Working to Improve Research Administration

- [Council of Research Deans](#)
 - “Think tank” providing analytical resources to the VPRGS. Researches and reports on issues raised by the VPRGS and also brings matters of interest to his/her attention
- [Sponsored Programs Advisory Committee \(SPAC\)](#)
 - Committee of **faculty** and college/departments administrators to provide insight related to pre- and post-award research administration
- Research Administration System Implementation Committee (RASIC)
 - Committee to support the successful implementation of the Research Administration System
- [International Sponsored Awards Workgroup \(ISAW\), 2015-2017](#)
 - Workgroup which pursued the potential for increasing MSU’s capacity and improving processes to manage financial and contractual/grant obligations for international sponsored projects
 - [Global Research Administrator Network and Development \(GRAND\) Forum](#)
- [Sponsored Program Research Opportunities & University Training \(SPROUT\)](#)
 - Network of staff at MSU involved in pre-award, post-award and compliance aspects of research administration working together to provide the latest news, training, resources, and information available
- [Essentials of Research Administration \(ERA\)](#)
 - Professional Development and Certification Series for Research Administrators

Questions?



- Twila Reighley: reighley@osp.msu.edu
- Katie Cook: farrkat1@osp.msu.edu
- Evonne Pedawi: pedawiev@cga.msu.edu

General Contact Information

Phone: (517) 355-5040

OSP Fax: (517) 432-8035

CGA Fax: (517) 353-9812

OSP Help Email: help@osp.msu.edu

CGA Help Email: help@cga.msu.edu

Systems Help Email: systems@osp.msu.edu

Office Location

Hannah Administration

426 Auditorium Road

Room 2

Appendix A: Sponsored Project Award Process Overview

