

Anatomy and Physiology of Sponsored Awards



Presented by

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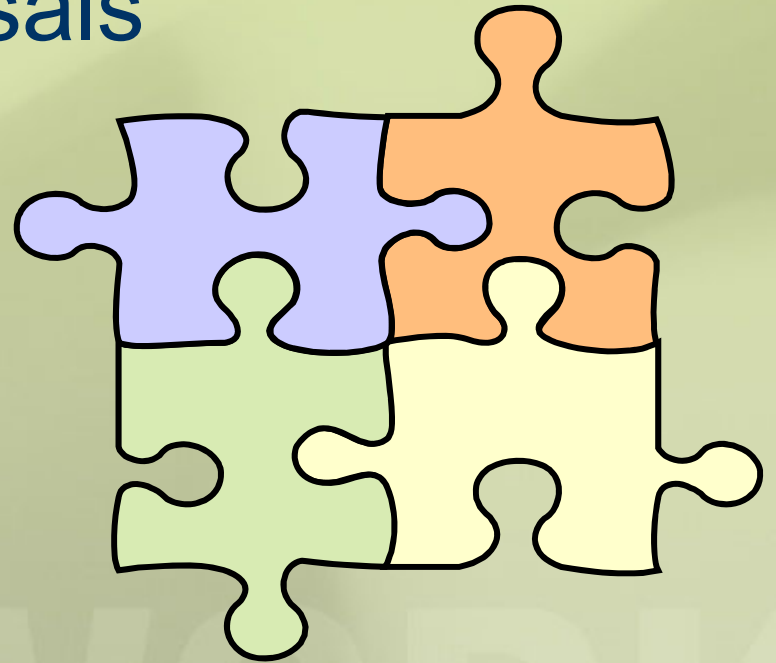
Credits

- Special thanks to Dr. Jennifer Shambrook for creating the original presentation for the SRA Introduction to Research Administration and Management (IRAM) Certification



Funding Origination

- Investigator initiated
- Sponsor call for proposals
 - Very specific to general
 - Any mechanism
- Collaboration
- Donor designation





Funding Sources

- Federal
 - Federal flow-down
- Other governmental
- Corporate
- Foundation
- Private donation
- Institutional funds





Funding Mechanisms

- Contracts
- Cooperative Agreements
- Grants
- Consortium Agreements
 - (aka “Subcontracts” or “Subawards”)
- Gifts





Contracts

- Contracting party definitions
- Designated scope of work
- Budget
- Payment terms
- Period of performance
- Deliverables
- Termination clauses
- Other terms and conditions





Cooperative Agreements

- Levels of authority & structure
- Designated scope of work
- Deliverables
- Period of performance
- Budget
- Payment terms
- Termination clauses
- Other terms and conditions





Grants

- Proposal submission process
- Peer review process
- Notice of grant award
 - Payment arrangements
 - Reporting requirements
 - Progress reports
 - Financial reports
 - Final report
 - Other terms and conditions





Grants: Proposal parts

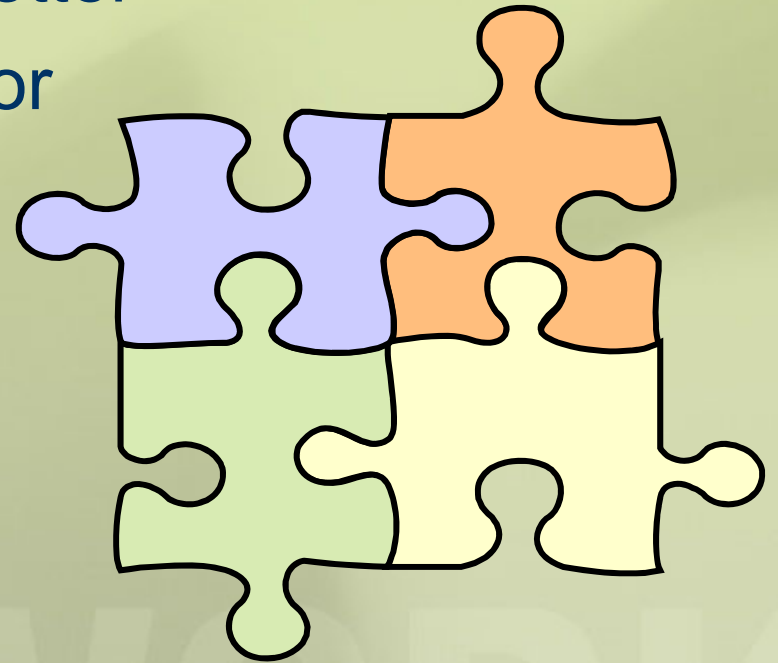
- Cover page or face page
- Abstract or lay summary
- Key personnel information
- Institutional environment
- Background and significance
- Research plan
- Budget and budget justification





Grants: Proposal parts

- Cover page or face page
 - Application form or cover letter
 - Response to specific call for proposals
 - Applicant organization information
 - Title of application
 - Principal investigator information
 - Other information





Grants: Proposal parts

- Abstract or lay summary
 - Short synopsis of overall project
 - Usually restricted to a specific size or number of words
 - Should be in lay language
 - Define technical terms, jargon and acronyms
 - This may be the only part or first part some people read





Grants: Proposal parts

- Key personnel information
 - Biographical sketch or CV
 - Other support
 - Expertise
 - Role on the project tied back to the scope of work
 - Justification of level of effort





Grants: Proposal parts

- Institutional environment
 - Resources available
 - Equipment
 - Space
 - Services available
 - Collaborators
 - Capacity
 - Institutional commitment
 - Unique potential (populations, environment, etc.)
 - Anything to build credibility or show ability to perform scope of work with excellence





Grants: Proposal parts

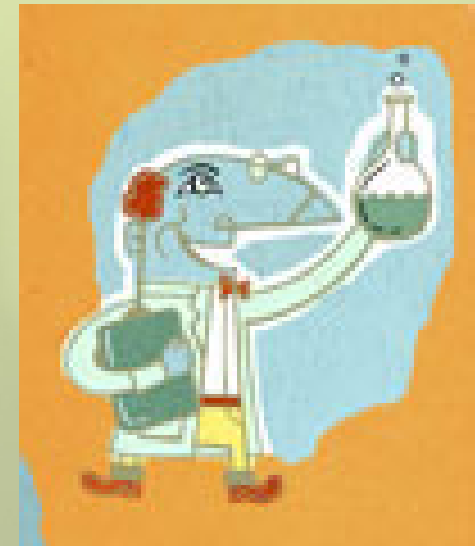
- Background and significance
 - What is the current situation or problem that needs to be solved?
 - Why is a solution important?
 - What is known already?
 - What are the gaps?
 - What will be the benefit if the problem is solved?
 - How is this related to the funder's stated goals or mission?





Grants: Proposal parts

- Research plan
 - Goals and objectives
 - Materials and methods
 - Assessment
 - Proposed outcomes
 - Timeline
 - Potential pitfalls
 - Next steps





Grants: Proposal parts

- Budget and budget justification
 - Read the instructions to see what can be charged to this particular grant
 - Follow sponsor's categorical breakdowns
 - Tie budget back to the scope of work
 - If the research plan changes, make budgetary adjustments **and vice versa!**





Consortium Agreements

(aka "Subcontracts" or "Subawards")

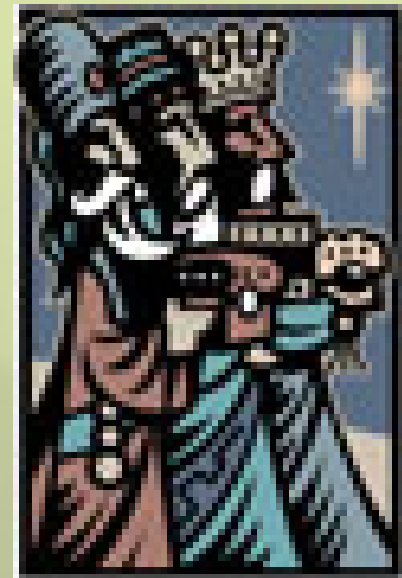
- Contracting party definitions
- Designated scope of work
- Budget
- Payment terms
- Period of performance
- Deliverables
- Termination terms
- Other terms and conditions





Gifts

- Letter of intent or purpose
 - specific or general
- Reporting requirements
 - may or may not be required
- Designated purpose?
- Run it by Grants Office and Advancement Office to ensure it is a true gift





Questions and Comments

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TEAMWORK



Thank you!!

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