Introductions

Speakers:

Dan Reed, Vice President for Research and Economic Development
Richard Hichwa, Senior Associate Vice President for Research
Jim Walker, Associate Vice President for Research: Regulatory Affairs
Ann Ricketts, Assistant Vice President for Research
Jennifer Lassner, Assistant Vice President and Executive Director, Division of Sponsored Programs
Audra Haddy, Associate Controller & Director, Grant Accounting
Diane Finnerty, Director of Faculty Development, Provost’s Office
Richard Lewis, Senior Research Editor, University Communications & Marketing

Guests:

Cheryl Reardon, Senior Assistant Vice President for Research
Leslie Weatherhead, Assoc. Director of Research Development & Communication
Marta Gomez, Grant development for STEM initiatives
David Conrad, Deputy Director of Economic Development
Kristi Fitzpatrick, Assoc. Director, Iowa Social Sciences Research Center
Build, expand and sustain the UI research enterprise by assisting and supporting the faculty, students and staff with their research and scholarly activities

Today, we will:

• Describe functions of various research offices
• Provide information to assist in obtaining extramural funding
• Describe the essentials for running a productive and compliant research program

Research Development

✓ Cluster Hires & Core Facilities
✓ Internal Funding Programs
✓ Institutional Nominations
✓ Initiatives to streamline research administration

Sponsored Programs

✓ Find Funding
✓ Proposal Routing
✓ Pre- and post-award administrative issues

Regulatory Compliance

✓ Human Subjects
✓ Animal Subjects
✓ Conflict of Interest
✓ Hazardous Materials
✓ Responsible Conduct of Research
Research Timeline

Idea

- Begin search for funding sources
- Collect feasibility data
- Regulatory and budget considerations
- Evaluation and internal review of proposal

Proposal submitted to sponsor

Sponsored Programs Deadline = 5 days before
Internal Funding Initiatives

Programs
• Arts and Humanities
• Major Projects Grants (open to all disciplines)
• Major Conferences/Ideation Meetings (open to all disciplines)
• Core Facilities/Shared Equipment

Process
• Peer review
• Review based on innovation, approach, collaboration, feasibility and impact
• Follow-on federal grant submission required

http://research.uiowa.edu/internal-funding-initiatives-ifi

2014 Due Dates
March 3
September
December
The University of Iowa regularly receives invitations to nominate a restricted number of faculty, staff, or students for high-profile funding competitions. Examples of competitions that require an institutional nomination:

- Searle Scholars Program (chem, bio)
- PEW Scholars Program (biomed)
- NEA American Masterpieces (chamber music and dance)
- Numerous NIH and NSF Awards
- Camille Dreyfus Teacher-Scholar Awards Program (chemical sciences)
- NEH Summer Stipends

http://research.uiowa.edu/limited-submissions
Investments in Research: Cluster Hires

- The Aging Mind and Brain
- Digital Public Humanities
- Digital Arts
- Genetics
- Obesity
- Water Sustainability

Ideal way to get connected across the institution
Multidisciplinary funding opportunities
Investments in Research: Core Facilities

High-field NMR
Central Microscopy
Fermentation Facility (Center for Biocatalysis and Bioprocessing)
High Resolution Mass Spectrometry
High-Throughput Screening Facility
Grant Development Assistance

Kristi Fitzpatrick, Associate Director
Iowa Social Sciences Research Center

Ann Knudson, Grant Administrator
International Programs and the Arts & Humanities

Marta Gomez, Grant Development for STEM initiatives
Office of the VP for Research & Economic Development
My Research Portal is designed to make your life easier.

Log-in one time to access many of the systems you need to manage your research projects.

- HawkIRB
- UIRIS
- eCOI
- Wellspring Sofia
- Workflow approvals for research items

Announcements about trainings, programs, policy changes, etc.

http://myportal.research.uiowa.edu
Website **designed for new investigators**

Answers to your **Frequently Asked Questions**

- Getting Started
- Regulatory Approvals
- Applying for Grants & Contracts
- Managing Awards
- Staff Hiring & Supervision

http://researcherhandbook.research.uiowa.edu
Workshops & Seminars

Sessions are announced on our website and via My Research Portal.

Examples:
• Federal Funding in a Competitive Environment
• Communicating about Research
• Team Science
• Grant Resources for the Arts & Humanities
• Grant Writing
Economic Development

Have an idea or a possible invention?
We can help you develop it.

- Patent protection
- SBIR and STTR grants
- Patent value assessment
- Gap or concept funding
- Business plan assistance
- BioVentures or Research Park space

http://enterprise.uiowa.edu
DSP offers a range of services to assist faculty, staff, and students:

- Provides general and topic-specific education and training.
- Helps identify potential funding sources.
- Interprets sponsor guidelines, regulations, and processes.
- Advises on UI policies and procedures.
- Reviews and submits applications.
- Reviews, accepts, and initiates grant awards; reviews, negotiates, and executes contracts.
- Monitors and advises on certain compliance concerns, such as Export Controls.
- Assists with post-award needs, such as project extensions, personnel changes, and grant transfers.

http://dsp.research.uiowa.edu/dsp-staff-directory
The DSP has resources to assist you in every step of the external funding process.

Steps to Success

1) Identify Potential Funding Sources
2) Complete the Application
3) Route the Application
4) Submit the Application
Funding Specialist
Oliva Smith
oliva-smith@uiowa.edu
335-3708

Funding Databases
Orientations/Training
Tailored Searches

Funding Publications
UI Grant Bulletin
https://research.uiowa.edu/grantbulletin/index.php

Miscellaneous Other
http://dsp.research.uiowa.edu/publications
Complete the Application

- Review and adhere to sponsor guidelines concerning the:
  a) Required Components - Application Sections and Section-Specific Content
  b) Required Formatting - Font/Margin Specifications and Page Limitations
  c) Submission Instructions - Deadline Date and Time; Electronic and/or Paper; PI v. DSP Roles

- Develop your budget in accordance with sponsor guidelines and UI requirements – e.g., F&A rate; salary/fringe guidelines; cost-sharing concerns.

- Communicate your idea in concise and logical terms.

http://dsp.research.uiowa.edu/training-opportunities
Complete the UI Routing Procedure before submitting any application for external support, securing departmental and collegiate approval.

- The UI Routing Procedure is described at http://dsp.research.uiowa.edu/ui-routing-policy-procedure
- The UI eRouting Form is housed at https://uiris.uiowa.edu/routing_form/index

- Note and abide by any department- and/or college-specific routing deadlines.

- The Routing must reach the DSP at least **five business days** in advance of the sponsor deadline to allow sufficient time for review.
Consult the program guidelines for sponsor-specific requirements:

- The sponsor may require the principal investigator or the institutional official (DSP) to complete the submission.

- The sponsor may require an electronic and/or paper submission.

- The DSP will review your routed application for administrative considerations; will check your project budget for allowability and accuracy; and will provide constructive feedback in relation to sponsor guidelines.
Tips

- Start early, allowing sufficient time to complete, route, and submit the application in accordance with UI and sponsor deadlines.

- Consult with DSP on all grant proposals, contract and non-monetary agreements; do not sign or submit applications or agreements before routing.

- Many departments and colleges have a research administrator to help with the budget development and routing procedure.

- The Division of Sponsored Programs staff will help with
  - Application-specific questions
  - Sponsor guidelines and systems
  - UI policies and procedures
  - Contract terms and conditions
Helpful URLs

Cayuse System for Facilitating Federal Grant Applications
http://dsp.research.uiowa.edu/cayuse

DSP Website
http://dsp.research.uiowa.edu/

DSP Staff Directory
http://dsp.research.uiowa.edu/dsp-staff-directory

Frequently Needed Information
http://dsp.research.uiowa.edu/frequently-needed-information

Funding Sources & Searches
http://dsp.research.uiowa.edu/funding-sources-searches

Researcher Handbook
http://researcherhandbook.research.uiowa.edu

Research Administration Handbook (RAH)
http://dsp.research.uiowa.edu/rah/research-administration-handbook

UI Research Information System (UIRIS)
http://dsp.research.uiowa.edu/university-iowa-research-information-system-uiiris
Grant Accounting
The Grant Accounting Office assists faculty and staff by:

- Establishing new accounts to allow transaction processing to begin
- Maintaining grant information systems
- Collecting funds from sponsors
- Processing invoices to pay sub-contractors
- Monitoring and advising on sponsor regulation and fiscal allowability
- Preparing and submitting financial reports for sponsors
- Distributing monthly financial statements
- Providing training on post-award administration
- Responding to external audit requests
- Coordinating annual effort certification
Overall programmatic and fiscal direction of a sponsored project.

To do this, the Project Director/PI:

- Must decide how to best allocate the available financial resources to carry out the project activities, while adhering to all University, governmental, and sponsor policies and regulations.

- Ensure that all costs charged to the project are allowable, allocable and reasonable.
General practices for financial management that will help you effectively manage your funds:

- **Comply** with all funding regulations and terms & conditions of each award.
- **Communicate** with your department for financial information or guidance.
- **Spend only as allowed** by the funding sponsor.
- **Review** University provided financial reports on a regular basis to **verify award expenditures**.
- **Submit** required agency reports **on time** so funds can be released.
- **Keep within** your project’s approved budget.
- **Meet all deadlines in submitting** **final closeout** reports.
Research Administration – PI Partnership

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Oversight Systems based on Faculty Peer Review

- **Working with Human Subjects**
  - Human Subjects Office Supports/Coordinates Institutional Review Boards & other Collaborating Oversight Committees (HRPP)

- **Working with Animal Subjects**
  - IACUC Office Supports/Coordinates Oversight Committee
  - Office of Animal Resources – Provides Animal Care

- **Working with Hazardous Materials**
  - Environmental Health & Safety Office Supports Safe Use of Biological, Chemical, Radioactive Materials, and Specialized Laboratory Equipment
Financial Conflicts of Interest (COI) in Research
- UI policy requires annual COI disclosure of significant financial interests prior to submission of grant/contract or human subject research

Export Controls
- Restrictions on select export/access to goods, technology, data, services
- Guidance provided by Export Control Coordinator in Sponsored Programs

Responsible Conduct of Research Training
- Addresses the responsible and ethical conduct of research
- Joint Graduate College & OVPR & ED program; required by NIH/NSF
More Resources

1. University Communications & Marketing - Research Communications
2. Provost Office - Writing Resources
Faculty Panel

Aliasger Salem,
Professor and Head,
Division of Pharmaceutics and Translational Therapeutics

Michelle Scherer,
Professor and Chair,
Civil & Environmental Engineering

Katina Lillios,
Associate Professor,
Anthropology

Aaron Stump,
Associate Professor,
Computer Science
Final Questions?