Finding Funding, Limited Submissions and Proposal Submission

AUGUST 30, 2018

About Us

Sue Grimes, Research Development Services
- Federal and Other Research-related Funding Opportunities
- Limited Submissions

Drew Weintraut, Corporate & Foundation Relations (Development)
- Private Foundation Funding
- Corporate Funding

Amanda Hamaker, Sponsored Program Services - Pre-Award
- Proposal Budgets
- Proposal Submission and Compliance

Research Development Services

Assist in locating funding opportunities

Manage limited submission process

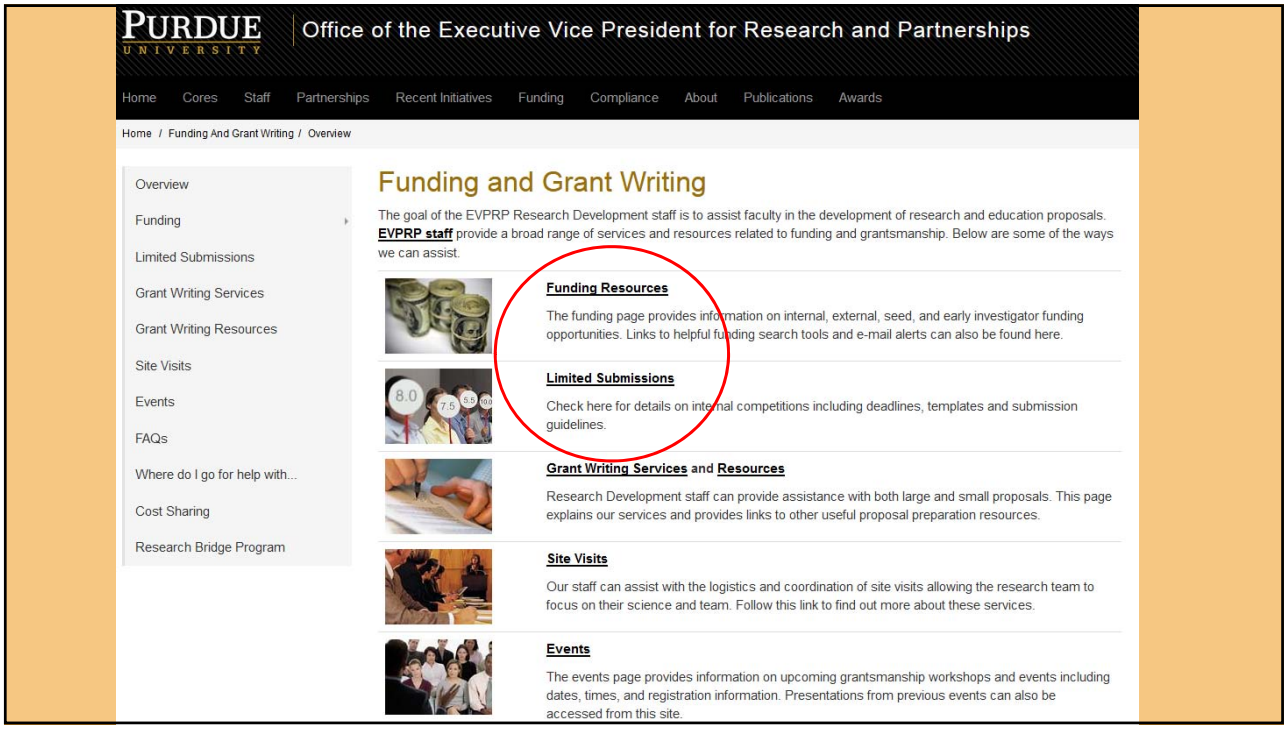
Assist with grant writing

Provide funding and grant writing resources and tools

Assist with site visits

Host workshops on grantsmanship-related topics

http://www.purdue.edu/research/funding-and-grant-writing/overview.php



Funding Resources

Search Tools and Alerts
- Pivot database
- Federal, State, foundations, etc. search tools and e-mail alerts

Weekly Funding E-Newsletters
- Sign up to receive these directly to your inbox!

Internal Funding

Specialized Funding Resources

EVPRP Weekly E-mail

The Office of the Executive Vice President for Research and Partnerships sends weekly funding E-mails on select funding opportunities.A **searchable portfolio** of the six most recent editions of this newsletter is also available. Additional funding opportunities can be accessed through **Pivot**.

PURDUE FACULTY AND RESEARCH STAFF: To directly receive the newsletter by email, please sign up for the listserv through this link: **https://lists.purdue.edu/mailman/listinfo/weeklyfundingopps. Only *purdue.edu* e-mail addresses will be accepted.**

- Weekly Funding Information 8-23-17
- Weekly Funding Information 8-16-17
- Weekly Funding Information 8-9-17
- Weekly Funding Information 8-2-17
- Weekly Funding Information 7-26-17
- Weekly Funding Information 7-19-17
- Weekly Funding Information 7-12-17

Specialized Funding Resources

- New Investigator Funding Opportunities (including federal, foundation, and industry opportunities)
- Mid-Career/Senior Scientist Career Awards and Fellowship Funding Opportunities (including federal and other opportunities)
- Equipment Funding Opportunities (including federal and other opportunities)
- Supplemental Funding (Career-Life, Administrative, etc.)
- Other Funding Opportunities (RAPID, EAGER, FASED, etc.)

Why Use Pivot?

Create and save customized funding search criteria
- Receive weekly emails of new funding opportunities

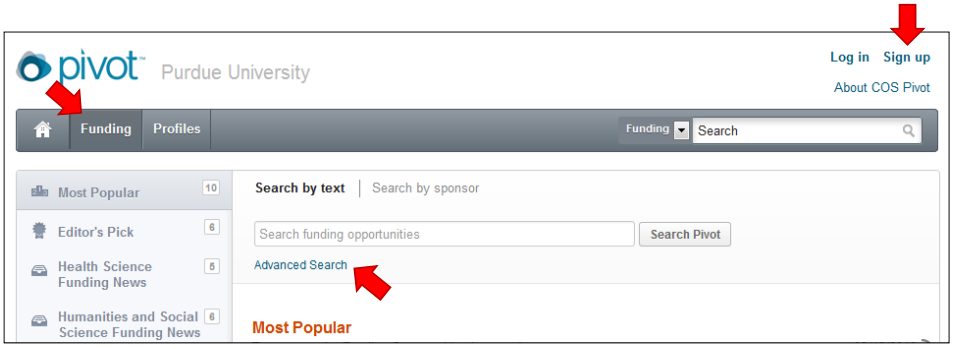
Track funding opportunities

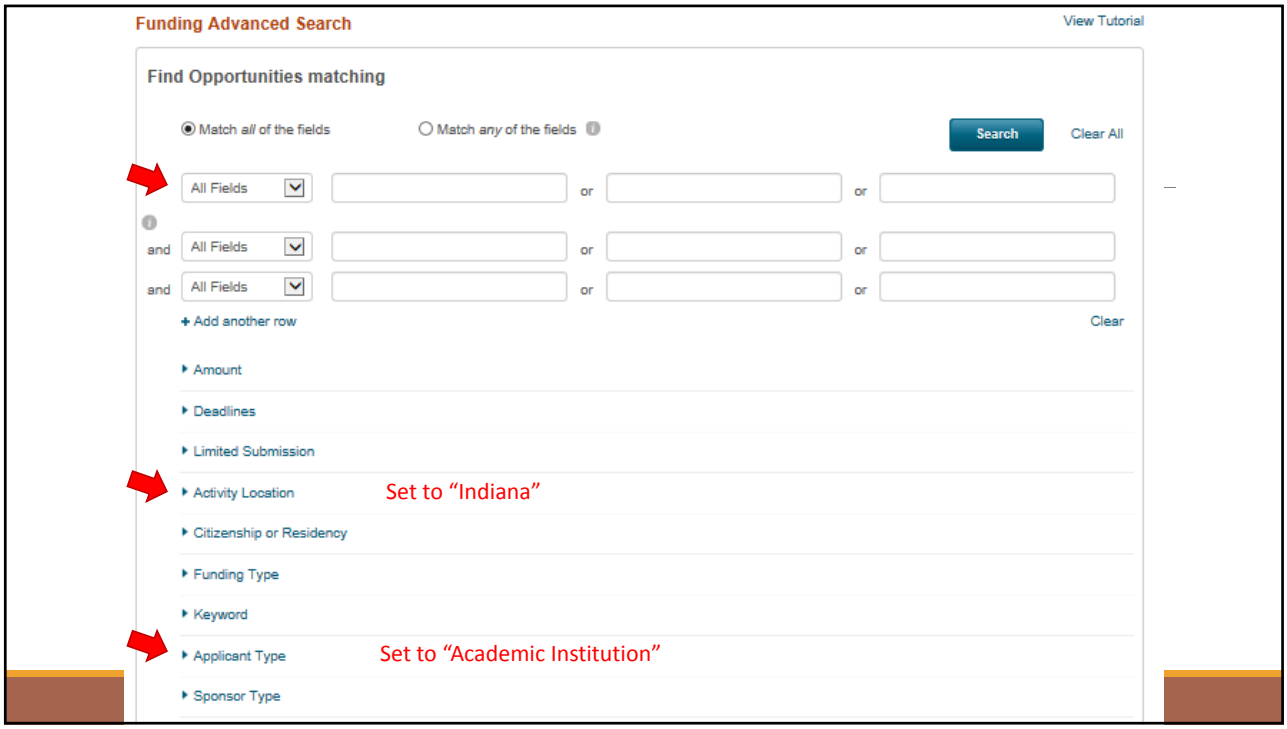
Create on-line profile for collaboration
- Can automatically update if linked to your homepage, ORCID or ISNI account, etc.

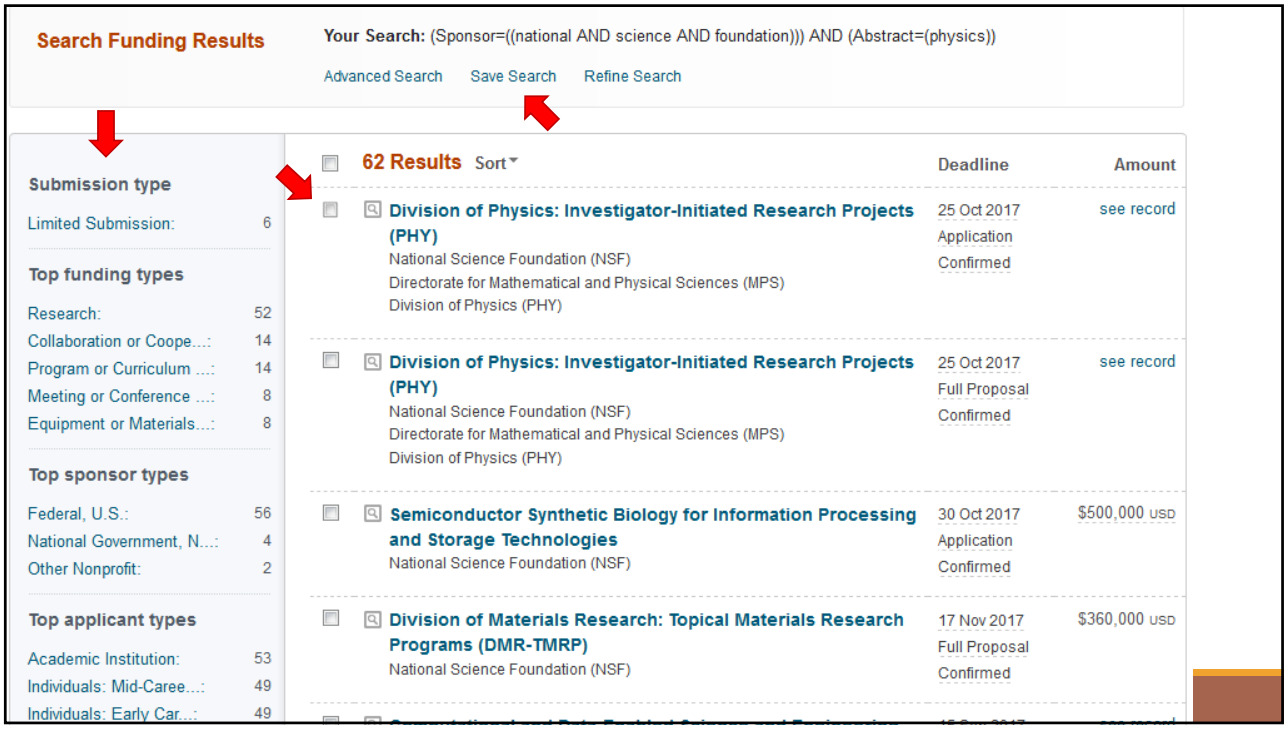
Getting Started with Pivot

https://pivot.cos.com

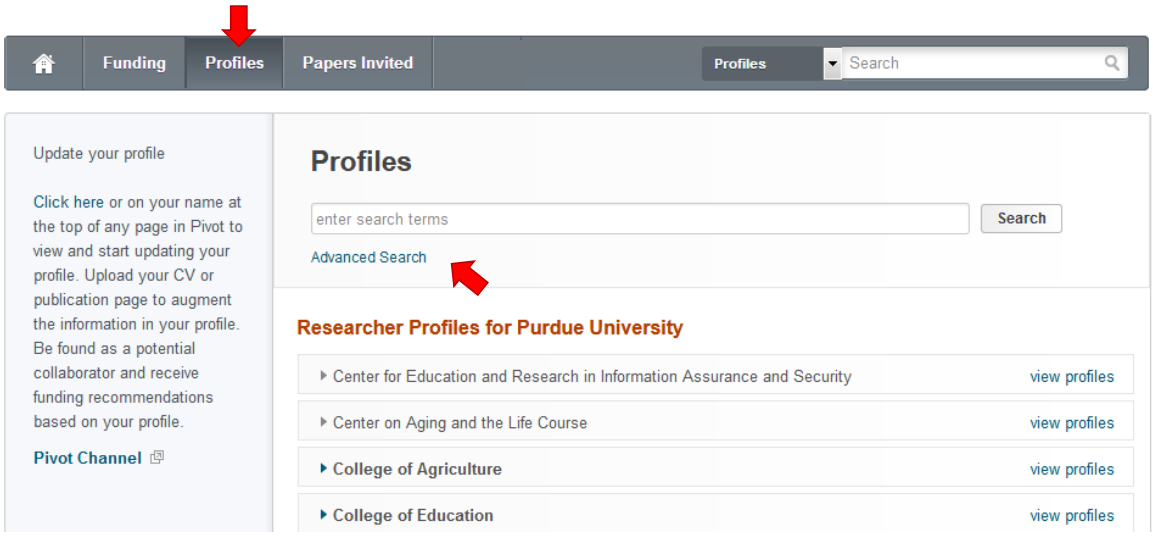
(must be on purdue.edu domain computer to set up account)

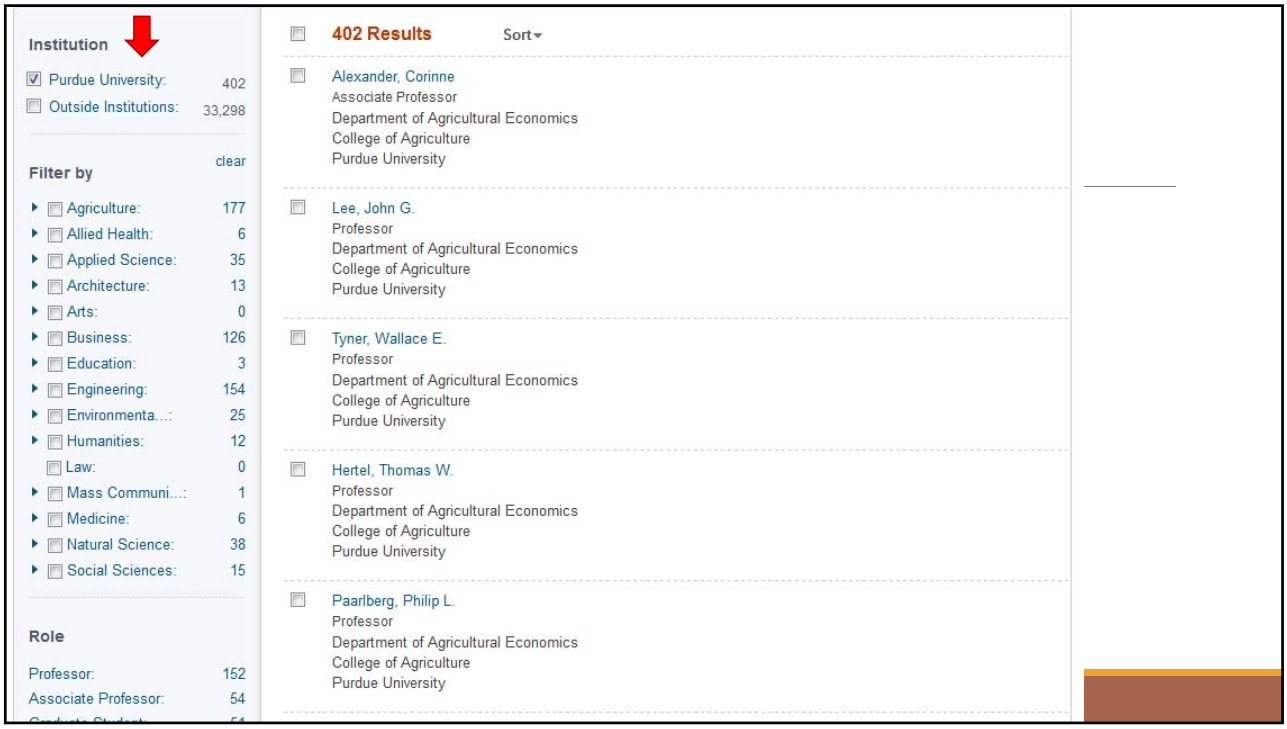



Funding Advanced Search
View Tutorial
Find Opportunities matching
Match all of the fields
Match any of the fields
Search
Clear All
All Fields
or
and
+ Add another row
Clear
Amount
Deadlines
Limited Submission
Activity Location
Set to "Indiana"
Citizenship or Residency
Funding Type
Keyword
Applicant Type
Set to "Academic Institution"
Sponsor Type


Search Funding Results
Your Search: (Sponsor=((national AND science AND foundation))) AND (Abstract=(physics))
Advanced Search
Save Search
Refine Search
Submission type
Limited Submission: 6
Top funding types
Research: 52
Collaboration or Coope...: 14
Program or Curriculum ...: 14
Meeting or Conference ...: 8
Equipment or Materials...: 8
Top sponsor types
Federal, U.S.: 56
National Government, N...: 4
Other Nonprofit: 2
Top applicant types
Academic Institution: 53
Individuals: Mid-Caree...: 49
Individuals: Early Car...: 49
62 Results
Sort
Deadline
Amount
Division of Physics: Investigator-Initiated Research Projects (PHY)
National Science Foundation (NSF)
Directorate for Mathematical and Physical Sciences (MPS)
Division of Physics (PHY)
25 Oct 2017
Application
Confirmed
see record
Division of Physics: Investigator-Initiated Research Projects (PHY)
National Science Foundation (NSF)
Directorate for Mathematical and Physical Sciences (MPS)
Division of Physics (PHY)
25 Oct 2017
Full Proposal
Confirmed
see record
Semiconductor Synthetic Biology for Information Processing and Storage Technologies
National Science Foundation (NSF)
30 Oct 2017
Application
Confirmed
$500,000 USD
Division of Materials Research: Topical Materials Research Programs (DMR-TMRP)
National Science Foundation (NSF)
17 Nov 2017
Full Proposal
Confirmed
$360,000 USD

Pivot Profiles





http://www.purdue.edu/research/funding-and-grant-writing/limited-submissions.php

Limited Submissions

Sponsor limits number of proposals from an *institution*

Internal competition process

- Preproposal deadline – mini-version of the proposal
- or "Contact by" deadline
- Rankings/Meeting – review committee discusses and recommends proposal(s) to move forward

Interested in a limited submission that's not on our list?
Contact evprplimited@purdue.edu ASAP

Limited Submissions

Purdue Internal Deadlines for Proposals

Download: **Limited Submission Proposal and Review Process**

** The EVPRP's limited submission internal review process will no longer require LOIs. Instead, competitions will require only a preproposal (unless otherwise stated).**

* Submit preproposals and rankings to **EVPRPlimited@purdue.edu**.

* Preproposals are required unless otherwise stated and must be received before midnight (Eastern Time) of the due date to be eligible.

Comprehensive listing of **NSF Limited Submission RFPs**

Program Name	Preproposal Due	Agency Deadline	Preproposal Template
NEH Summer Stipends	8/24/18 - to cla-adr@purdue.edu	9/26/18	All materials noted by NEH except letters of recommendation
NSF Advancing Informal STEM Learning (AISL)	8/20/18	11/7/18	Click Here
NSF Enabling Quantum Leap: Convergent Accelerated Discovery Foundries for Quantum Materials Science, Engineering and Information (Q-AMASE-i)	8/13/18	9/17/18-LOI; 11/5/18-Proposal	Click Here
DOL-OSHA Susan Harwood Training Grant Program	8/13/18	9/2/18	Click Here
NIH Superfund Hazardous Substance Research and Training Program (P42)	Contact EVPRPlimited@purdue.edu by 8/6/18	12/19/18	

For Questions or Assistance

Sue Grimes
sgrimes@purdue.edu
49-45858

Corporate and Foundation Relations (CFR)

Drew Weintraut, **Senior Director of Foundation Relations**
Eric Woods, **Senior Director of Corporate Relations**

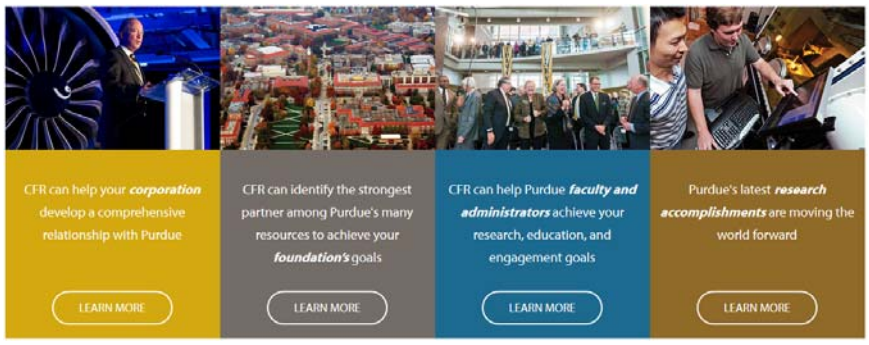
Office of Corporate & Foundation Relations

Our mission is to facilitate holistic and sustainable engagements with corporations and foundations, expanding Purdue's impact as a global university and advancing opportunities for our partners throughout Indiana and the world.

~We are here to help!~

Office of Corporate & Foundation Relations

Website: www.purdue.edu/cfr



Foundation Relations

Foundations

- Commonly thought of as charitable
- Set up to give away money to other nonprofits
- Mainly private foundations (funds from one source, i.e., individual, family, or corporate)
- Some community foundations (public, local, unrelated donors)

Foundations

- Typically support:
  - Research
  - Programs
  - Seed money
- Typically do not support:
  - Capital projects
  - Endowments
  - Ongoing operations
  - Lobbying

Foundations vs. Federal Grants

- Require different strategies for different products
- Different writing styles, wide variety of formatting
- Varying scope, scale, deadlines, opportunities
- Focus on Outcomes/Deliverables vs. Methods
- Companies and Foundations
  - Develop relationships that span decades
  - Collaboration is extremely emphasized

Working with Foundations

- Clearly defined areas of interest
- Impact for specific regions
- Strict guidelines
- Concrete deadlines and proposal cycles
- Respond to anticipated outcomes and storytelling narratives vs. data
- Many RFPs/proposals by invitation only

Communicating with Foundations

Contact us to help you with:

- Letters of Inquiry (LOIs)
- Applications (full proposal submittals)
- Reporting/Stewardship
- Writing or submitting proposals
- Documentation (financial reports, W-9s, etc.)
- Invitations to Campus (rare)

~We are here to help!~

Remember…

Foundations exist…

to give away money to help society.

If you have a project that fits with a foundation's guidelines,

You are helping them achieve their mission.

But … !

- Everyone else knows this, as well!
  It is a highly competitive environment.
- Let us help you write the strongest proposal possible.
- Don't hesitate to contact our office.

~We are here to help!~

Corporate Relations

Corporate Relations

- Goal is to build comprehensive, long-lasting relationships with companies
- We promote Purdue's needs and goals while matching the company's focus areas and justifying the return on investment
- It is a team effort across campus
- We are here to help!

Keep in Mind …

- Corporations are in business to make money
- Stockholders, creditors, and employers demand ROI and require corporations to prove it
- Corporate foundations tend to follow a business model versus a philanthropic one
- We must show value/benefits for them to invest

WIIFM

Why Companies Give to Purdue

- Recruiting students
  - Internships
  - Diversity
  - Scholarships, fellowships
  - Retention – STEM pipeline of future employees
- Research (faculty/grad students, SPS contracts, gifts)
  - Purdue state-of-the-art facilities and labs
  - Purdue reputation
- Advisory Boards, Centers, Consortia
- Alumni in executive or senior positions
- Public Relations/Branding
- Impact to Curriculum
- Other miscellaneous engagement points

Proposals & Stewardship

- For larger companies, we compile campus-wide inputs into one overall proposal or impact report

- We ask you to provide for your area(s):
  - Program descriptions and narratives
  - Budgets to show how funds will be/were spent
  - Follow up with program managers and faculty
  - Stats on student impact

We can …

- Identify which companies are good prospects
- Make connections with appropriate personnel
- Get industry representatives involved
- Provide you with networking opportunities, current data about the company, and information about the company's historical relationship with Purdue
- Organize conference calls, meetings, tours and campus visits with executives and decision-makers

We can …

- Use the team approach to communicate and build lasting relationships with the company
- Assist with writing proposals, gift agreements, and letters
- Get documentation to meet criteria (i.e., financial reports, W-9s, IRS certifications)
- Process Gifts-in-Kind (GIKs)
- Facilitate reporting on gifts and grants

Remember…

- Companies and foundations seek partners who share their goals and values
- Cultivation of companies and foundations is essential and involves faculty, staff, students, and administrators from all across campus **TEAM** – **T**ogether **E**veryone **A**chieves **M**ore!
- As the relationships broaden and deepen, more engagement opportunities and more investment arise

Thank you !!!

- Drew Weintraut, Senior Director of Foundation Relations
  6-6742 / aaweintraut@prf.org
- Eric Woods, Senior Director of Corporate Relations
  4-2733 / ewoods@prf.org

CFR Officers in Colleges and Schools

- College of Agriculture
- College of Engineering
- College of Health and Human Sciences
- College of Liberal Arts
- College of Science
- School of Management
- All other units are supported by our central offices

SPS Pre-Award

Overview from Notification of Proposal to Award Receipt

Amanda Hamaker
Sponsored Program Services, Director – Pre-Award

August 30, 2018

PURDUE UNIVERSITY

PRE-AWARD SERVICES

What services does Pre-Award provide?

Pre-Award Services at Purdue is dedicated to supporting the proposal development activities for all faculty within all academic areas and Discovery Park. We will partner with Principal Investigators in proposal preparation, serving as a key resource in all matters related to University policies for proposal development and submission. Our goal is to meet or exceed faculty expectations for all Pre-Award activities.

We are here to help!

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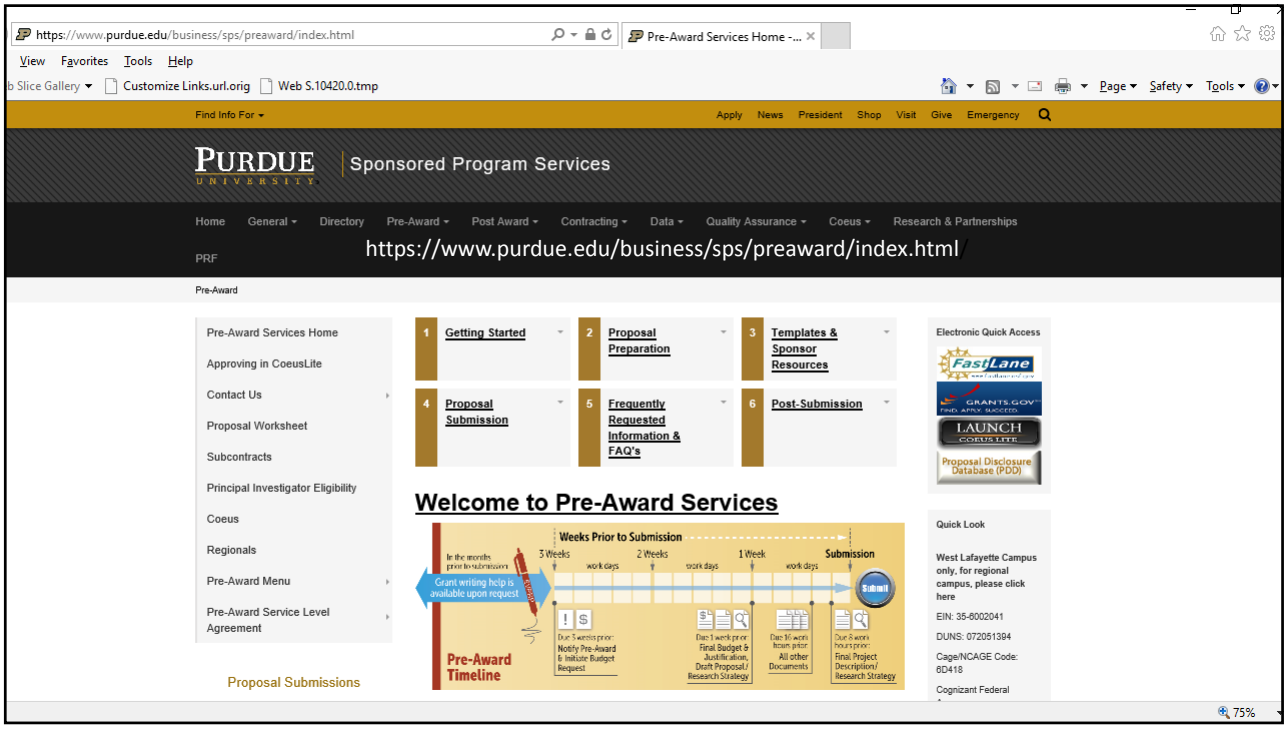
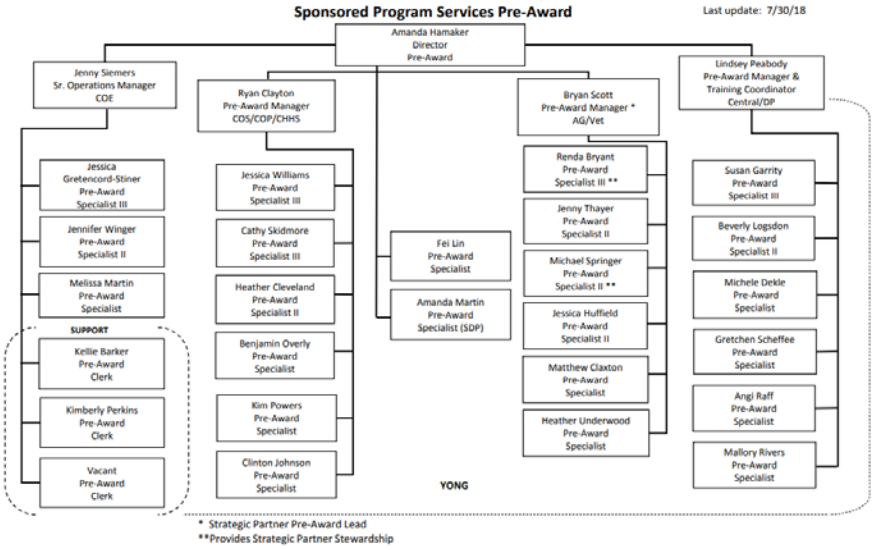


PRE-AWARD STAFF



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PRE-AWARD CENTERS

Email Addresses

- Pre-Award Centers: proposal@purdue.edu
  - College of Agriculture: agpreaward@purdue.edu
  - College of Engineering: coepreaward@purdue.edu
  - College of Health and Human Sciences: chhspreaward@purdue.edu
  - College of Pharmacy: coppreaward@purdue.edu
  - College of Science: cospreaward@purdue.edu
  - College of Veterinary Medicine: vetpreaward@purdue.edu
  - College of Education, College of Liberal Arts, Krannert School of Management, and Polytechnic Institute: centralpreaward@purdue.edu

PURDUE UNIVERSITY

PRE-AWARD SERVICES

What services does Pre-Award provide?

Support for proposal development activities for all faculty within all academic areas and Discovery Park

Services include, but are not limited to:

- Review sponsor guidelines, identify key requirements
- Assist with budget preparation, related documentation and proposal submission forms
- Prepare required sponsor administrative forms
- Ensure that all Purdue information included within the proposal is accurate and complete
- Contact and collaborate with partner institutions to secure all necessary subcontract documentation
- Assure all regulatory requirements and export control issues are identified
- Review the final proposal package to ensure all administrative requirements have been met
- Obtain academic approvals and provide institutional approval for the proposal
- Complete the final submission package, upload final documents and forms, and submit to the sponsor

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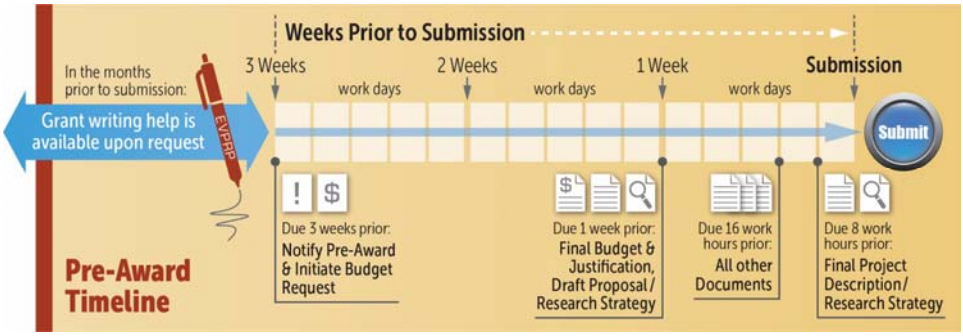
GUIDANCE – Proposal Deadline



1. **Initial Notification/Initial Budget Request**
   3 weeks (15 Business Days) in Advance
2. **Final Budget, Justification, and Draft proposal**
   1 week (5 Business Days) in Advance
3. **Final Documents for Submission**
   2 Business Days (16 hours) in Advance
4. **FINAL SOW/Project Descr./Res. Strategy**
   1 Business Day (8 hours) in Advance

Sponsor Deadlines Outside the Business Day (8:00 a.m.-5:00 p.m.): In the cases where proposals are due outside this timeframe, 5:00 p.m. EST of the day of the deadline should be considered the official submission deadline when calculating the on-time criteria.

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Initial Notification, Budget Request

Get Started Early

- A completed proposal worksheet should be submitted fifteen (15) business days prior to the proposal deadline along with the initial budget request as specified in the table above.
- The proposal worksheet serves as notification of the intent to submit the proposal and communicates key information related to the submission https://www.purdue.edu/sps/proposalworksheet/
- Earlier notification is highly encouraged.
- If the proposal requires cost sharing please also contact the appropriate Department Head/ADR to initiate discussions.

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Proposal Process

First Step - Proposal Worksheet

- PI completes the proposal worksheet in the Proposal Information Portal
- Addresses key information needed to develop the proposal
- Answers questions related to compliance (human subjects, animals, export control, etc)
- Kicks off the Financial Conflict of Interest (FCOI) process – identifies investigators

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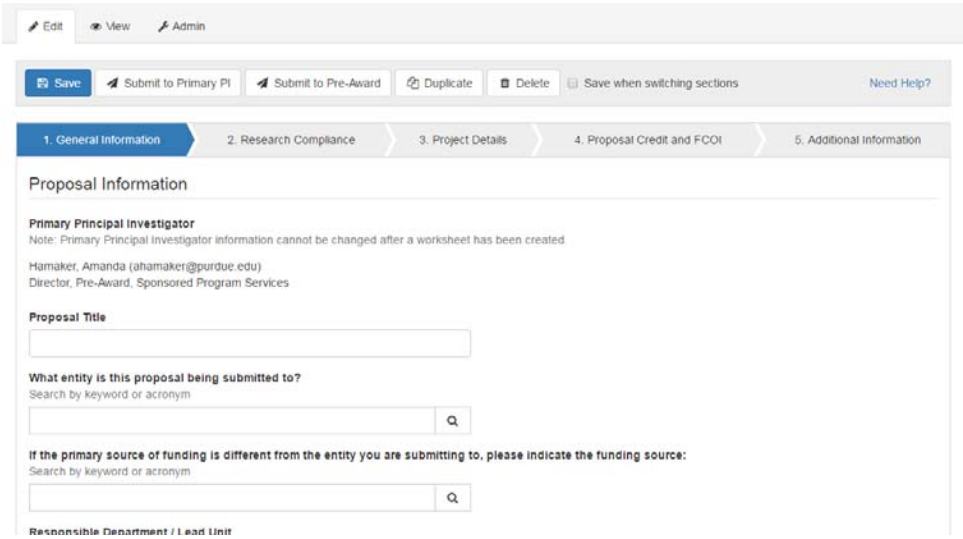
PRE-AWARD SERVICES – Proposal Information Portal



47 https://www.purdue.edu/sps/proposalworksheet/

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Proposal Process

Next Step – PI & Pre-Award will Review RFP

- Check for eligibility, limits for submission
- Review for special terms and conditions
- Identify possible management concerns
- Review for deadline, submission method
- Identify required documents, page limits
- Identify budget considerations
  - Minimums/maximums
  - Unallowable costs
  - Required budget items
  - Cost Share Requirement
  - F&A Restrictions

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Proposal Process

Budget Considerations (PI & Pre-Award)

- Proposal must be properly costed:
  - Proposed budget should be sufficient to carry out all program deliverables
  - Ensure consistent proposal budgeting
- Include college/department required budget items (AY salary, grad rates, etc)
- Ensure appropriate calculation of summer salary, grad fee remissions, NIH salary cap, subcontracts
- Cost Sharing
- Identify the proper F&A rate

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Proposal Process

Facilities & Administration (F&A)

- West Lafayette F&A Rates
  - Research = 55%
  - Other Sponsored Programs (OSP) = 38%
  - Off Campus = 26%
  - Applied Research (Special Intellectual Property Terms) = 64.75%
- Other terms used to describe F&A
  - Indirect Costs, IDC, or overhead
- Criteria for off campus rate:
  - Activity necessitates an off campus location, is for a full semester or summer session, and in a project leased space

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Proposal Process

Facilities & Administration (F&A)

- When will Purdue accept limitations on F&A?
  - Accepted when limited in published guidelines by Not-for-Profits and Foundations
    - Mission/goals of these types of organizations are to benefit the public well being as a whole
  - Industrial proposals less than or equal to $10K*

    *When considered seed funding
- Why can't Purdue accept limitation on F&A for For-profit entities?
  - F&A costs are REAL costs to the University
  - If granted, PU would be subsidizing a For-Profit entity

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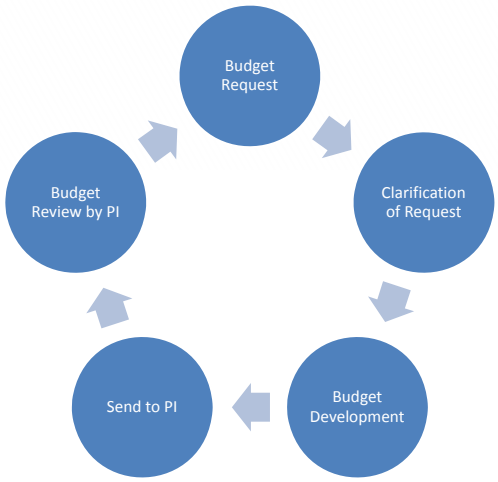
Proposal Process

Budget Development and Revision



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Proposal Process

Budget Complete

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COST SHARING

Cost Share Basics

- Cost Share or match means the amount the university or a third party commits as part of the overall project costs
- Can be required by sponsor or not required
- PI is responsible for identifying sources to meet the cost share commitment (EVPRP assistance may be available)
- Pre-Award will help prepare the commitment documentation

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Proposal Process

Budget Justification

- PI is responsible for writing the budget justification
  - Explain why each budget item is necessary to complete the work proposed
- Pre-Award Support/Review:
  - Provide a template if requested
  - Verify all information is correct
  - Ensure adequate justification included for all budget items such as equipment, foreign travel, participant support costs, conferences, etc.
  - Ensure cost share has not been included unless approved and documented

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Proposal Process

Complete Sponsor Forms – Pre-Award Support

- Pre-Award will finalize the sponsor submission forms
  - Input all administrative information
  - Create the sponsor budget pages
  - Collect all required documents (bio-sketches, support letters, tax documents, etc.)
  - Prepare Current & Pending reports for investigator review and approval
  - Review all provided documents for administrative compliance with the proposal requirements (page limits, specific titling, section headings, etc.)

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Proposal Process

Final Step- Obtain All Approvals (Pre-Award)

- Work with contracting office for terms and conditions if applicable
- Assure all regulatory requirements are identified
- Review for export control applicability
- Secure academic approvals for the proposal
- Provide institutional approval
- **SUBMIT PROPOSAL****

***certain individuals in Pre-Award have been delegated the authority to submit proposals on behalf of the University*

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PRE-AWARD SERVICES - Coeus

Post Submission

Proposal Follow-Up – Just-In-Time (JIT) Requests (Pre-Award Support)

- Assist with responses to JIT (or other additional info) requests
  - Revise budgets and clarify cost items
  - Gather additional documents as requested
  - Ensure regulatory approvals obtained
  - Coordinate between the sponsor and the research team
  - Involve contracting office as needed
  - Submit official responses to the sponsor

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INDUSTRIAL PROPOSALS

Contracting

Negotiate and process all contracts associated with sponsored programs

– Services include, but are not limited to:

- Read and review entire contract, including all attachments
  - Funding Agreements (Federal, State, Industrial/Non-profit)
  - Confidentiality Agreements (NDA's, CDA's)
  - Material Transfer Agreements (MTA's)
  - Equipment Transfer/Loan Agreements
  - Miscellaneous Agreements (MOU, LOI, LOA's, Etc.)
- Identify terms not matching proposal (project term, deliverables, etc.)
- Contact Proposal Specialist or PI for clarification/ verification
- Ensure export control review is complete
- Identify contractual terms **not** in compliance with University policy, federal requirements, state requirements, and state and federal law
- Present redline to sponsor and negotiate

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Contracting Email: spscontr@purdue.edu

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Pre-Award Services

Contacting Pre-Award for Help

- E-mail or Phone or Visit
  - To Center Address (see handout)
  - To Specific Specialist (see handout – consider availability risk)
  - Include as much information as possible
- TIMING - Contact as early as possible (as soon as you even think about doing a proposal). It is never too early! Do not wait until you are ready to submit!

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Pre-Award Faculty Orientations

One-on-One Sessions

- Available upon request
- Designed to introduce new Purdue researchers to the services offered by Pre-Award
- Familiarizes researchers with proposal development and submission process
- Can be focused on specific sponsors and topics relevant to the researcher
  - Structure of RFP
  - Noteworthy Sponsor Requirements
  - System Access

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Provides information related to the following topics:

- Overview of the roles of Pre-Award, Post Award, and Contracting
- Brief discussion of business office and EVPRP roles related to proposal submissions and future awards
- Letters of intent and preliminary proposals
- Timelines for proposal preparation
- Proposal Worksheet, introduction
- Budget development process
- Subcontracts
- Current and pending support
- Cost share
- Regulatory
- FCOI
- Coeus approvals
- Who can sign a proposal
- What to expect post-submission

Contact Pre-Award to Schedule a Session:

- Contact your Center or
- Pre-Award Email: proposal@purdue.edu