7:45-8:15:  Breakfast and Networking

8:15-9:00:  Presentations by OVPR, Sponsored Programs, Grant Accounting, and Provost Office

9:00-9:05:  Questions

9:05-10:00:  Faculty panel discussion
Research @ Iowa
Orientation for New Faculty

October 29, 2012

Office of the Vice President for Research
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, Executive Director, Division of Sponsored Programs

Audra Haddy, Associate Controller & Director, Grant Accounting

Diane Finnerty, Director of Faculty Development, Provost’s Office

Guests:

Cheryl Reardon
Assistant Vice President for Research

Greg Lamb
Assistant Vice President, UI Foundation

Leslie Weatherhead, Assoc. Director of Research Development & Communication, OVPR

Marta Gomez, Grant development for STEM initiatives

Kristi Fitzpatrick, Assoc. Director, Iowa Social Sciences Research Center

Ann Knudson, Grant Administrator, International Programs and Arts & Humanities
What do we do?
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

**Sponsored Programs**

Deadline = 5 days before

Proposal submitted to sponsor
Internal Funding Initiatives

Due in October:

• Biological Sciences (~$25K)
• Math and Physical Sciences (~$25k)
• Social Sciences (~$25k)

Due in February:

• Arts and Humanities ($7.5K, $10K)
• Digital Studio for the Public Humanities ($7.5K, $10K)

✓ Enhances the competitiveness of applications for external funding,
✓ Assists in developing new initiatives, and/or
✓ Supports new directions in scholarly/creative activity

http://research.uiowa.edu/internal-funding-initiatives-ifi
Winning Institutional Nomination System (WINS)

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
- Genetics
- Obesity
- Water Sustainability

- Ideal way to get connected across the institution
- Multidisciplinary funding opportunities

http://provost.uiowa.edu/clusters/
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

http://research.uiowa.edu/ovpr-research-units-facilities-and-centers-directory
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
Workshops & Seminars

Grant Development Program for Arts & Humanities

November 6, 2012

Grant Writing Seminars by Dr. David Morrison

Fall 2012, offered approximately every two years

All events are posted on our website: http://research.uiowa.edu/training
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
New Initiatives in Research Administration

Researcher Handbook:
Website designed for new investigators
Answers to your FAQs

http://researcherhandbook.research.uiowa.edu

Research Portal:
The vision is create a single point of entry for investigators and support staff to access all applications for research and to receive personalized information about research projects.

http://research.uiowa.edu/era-portal
DSP Services

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
Steps to Success

The DSP has resources to assist you in every step of the external funding process.

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

Identify Potential Funding Sources

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
Route the Application

- 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](http://dsp.research.uiowa.edu/ui-routing-policy-procedure)
  - The UI eRouting Form is housed at [https://uiris.uiowa.edu/routing_form/index](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
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
What are the fiscal responsibilities of a Project Director/PI?

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.
REGULATORY COMPLIANCE
OVPR – PI Partnership

- Federal Regulations
- State Regulations
- UI Policies & Procedures
- Accreditation
- Agency Interpretations
- Sponsor Requirements

Research Administration Support

• Principal Investigator
Research Compliance Oversight & Support

- **Human Subjects in Research**
  - Institutional Review Boards - IRB 01, IRB 02, IRB 03
  - Human Research Protection Program (HRPP)
  - Supported by: Human Subjects Office

- **Animal Subjects in Research**
  - Institutional Animal Care & Use Committee (IACUC)
  - Supported by: Office of the IACUC
  - Office of Animal Resources
  - Provides: Animal Welfare, Husbandry and Facilities Oversight

- **Hazardous Materials in Research**
  - Use of Biological, Chemical, Radioactive Materials, and Specialized Equipment – Lasers, Radiation Machines, etc.
  - Employee Workplace Safety Services
  - Supported by: Environmental Health & Safety Office
Research Compliance Oversight & Support

- **Financial Conflicts of Interest in Research**
  - Personal “Significant Financial Interests” affected by research
  - Impact of New Regulation Significant: Effective in 2012
  - Oversight by: Conflict of Interest in Research Committee
  - Support by: Conflict of Interest in Research Office

- **Responsible Conduct of Research**
  - Training in the responsible and ethical conduct of research provided by colleges, departments or Grad College and OVPR
  - Covers integrity, data acquisition, authorship, peer review, mentor/trainee relationships, COI/COC, research subjects
  - Required by NIH and NSF

- **Export Controls**
  - Restriction on export of goods, technology, data, services
  - Support by: Division of Sponsored Programs
ENGAGEMENT WITH OVPR
Get involved!

Serve as an Internal Funding Program (IFI) Reviewer
- Arts & Humanities, Digital Public Humanities
- Math & Physical, Biological and Social Sciences
- Undergraduate Research

Serve on Faculty Advisory Groups
- Research Council, IRB, Animal, Sponsored Programs

Other Special Projects
- Advisory Panels, Ad Hoc Reviews, IT Development

Serve on a Regulatory Review Committees
- Institutional Review Boards, Animal Care, Conflict of Interest, rDNA, Stem Cell, etc.

Contact us: http://research.uiowa.edu/
Faculty Panel

Michael O’Hara,
Professor, Psychology

Bill Davies,
Professor and DEO Linguistics

Sarah Vigmostad,
Assistant Professor, Biomedical Engineering

David Stoltz,
Assistant Professor, Internal Medicine