

GRANTS & CONTRACTS

MWAH HA HA!

A mysterious world

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GRANTS – CONTRACTS - SUBAWARDS

- GRANTS:
- A grant is a way the government funds your ideas and projects to provide public services and stimulate the economy. Grants support critical recovery initiatives, innovative research, and many other programs listed in the Catalog of Federal Domestic Assistance (CFDA).
- Most government-sponsored research funding comes across as a grant—but not all.
- Complete application package is needed.

GRANTS – CONTRACTS - SUBAWARDS

- Contracts
- Same as a grant: a mechanism to fund your ideas and projects.
- Contracts are usually associated with Industry as the sponsor.
 - Which necessitates our Contracts officers be involved with terms and conditions.
 - Disbursements of funds can be quite different from grants (can be tied to milestones, whereas federal grants are usually drawdowns).
 - Terms vary – such as industry sponsor may have rights to review manuscripts prior to publication.

GRANTS – CONTRACTS - SUBAWARDS

- Subawards
- Same as grants, only there are two sponsors:
 - The sponsor is usually another higher educational institution proposing a grant that includes an agreed upon Scope of Work and budget with you (the Subaward Principal Investigator). The grant is being proposed to a Prime Sponsor (usually a federal sponsor, NIH, AHRQ, NSF, DOD, USDA, etc.)
 - Reduced application documents needed. Varies by sponsor (usually a budget, budget justification, scope of work).
- As the Subawardee – administratively, we will need to move the Prime Sponsor Deadline (federal agency) up to the Sponsor's (your collaborator's institution) deadline, usually by ten business days, as your sponsor's research office needs time to review and approve the entire package. But I can help with that when I reach out to your collaborator (and/or their administrative assistant).

SPONSOR TYPE

- Federal
- State
- Private Foundations
- Industry
- Professional Organizations (AACCP, ACCP, etc.)

A FEW LINKS FOR GRANT SEARCHES

- Grants.gov
 - <https://www.grants.gov/web/grants/search-grants.html>
 - This site covers all federal agencies.
 - But needs attention to search parameters.
- DOD – the most compatible here is “Congressionally Directed Medical Research.”
 - <https://www.defense.gov/Resources/Military-Departments/DOD-Websites/category/Research/>
- National Science Foundation
 - <https://www.nsf.gov/funding/>
- Emails with funding opportunities forwarded to faculty from Chiron – NIH, DOD, OHSU

WHO AND WHAT IS OSRAA

- Office for Sponsored Research and Award Administration
 - Business official for institutional research
 - Review all research proposals for compliance
 - Approve all research proposals for submission
 - Accepts all awards (incoming funds for awarded research projects)
 - Awards are made to OSRAA not the PI.

PROPOSAL PROCESS – FINDING FUNDING

- Finding Funding:
 - Search federal agencies (and foundations) with key words associated to your research.
 - Colleagues
 - Collaborators and associates
 - Ask me

PROPOSAL PROCESS – CONTACT CHIRON

- Once an FOA, RFP, RFA, PA, PAR (let's discuss these acronyms), is found, contact Chiron for steps, procedures and timeline.
- Timeline for the approval and submission process:
 - Please contact Chiron 30 days prior to Sponsor Due Date.
 - 30 days is the minimum time needed for administrative review and approval (the "admin" stuff). Development of the scientific plan and strategy, specific aims, and ancillary documents (Facilities, Equipment, Resource Sharing, etc.) need to be considered and/or drafted well in advance of the 30-day administrative window.

PROPOSAL PROCESS – NEXT STEPS

- For grantsmanship advice, please consult with your colleagues/peers.
- For application process, Chiron will supply you with a Documents Needed Checklist, and Due dates for OSRAA and SPONSOR
- Chiron will contact your collaborators (subawards from other institutions) with documents needed and due dates. (Incoming subawards need to supply a minimum of Budget, Justification, Scope of Work).
- Budget development:
 - Budget Elements (determined by PI): Personnel, Equipment, Travel, Other Direct Costs (supplies, publications, consultants, fees, machine time, tuition, etc.)
 - Chiron will draft a budget for review and finalization based on PI's specifications (per sample calculations, fees for services, consultants, fees, data fees, etc. – can only come from PI). I can assist with personnel costs, general travel costs, and adjust costs as needed to remain in touch with award limits.
 - Budget Justification – a narrative detail of budgeted items. Chiron will supply a justification template that corresponds to the budget items for PI to complete narratives.

LET'S DISCUSS BUDGETS

- In general, there are two types of budgets: Internal Budget (a detailed budget for OSRAA to review and approve) and the Sponsor Budget (mirroring the Internal Budget, but may not necessarily include all the detail – let's discuss).
- Two types of costs: Direct and Indirect
- Direct Costs – All costs pertaining directly to the research project (Personnel, Equipment, Travel, Materials & Supplies, Publications, Consultants, Equipment Rental & Fees, Services Fees, Printing, Shipping, Data Extraction, etc. **AND COST-SHARING IS A BIG NO NO**– let's discuss)
- Indirect Costs (F&A) – Sponsor allowed cost recovery for institution (to keep the lights on). This money is for Oregon State (and the College of Pharmacy) to support the institution beyond the direct cost of the research proposed.

PROPOSAL PROCESS – NEXT STEPS

- Chiron will setup a Cayuse Proposal that will allow OSRAA to review and approve the proposal for submission.
 - Cayuse is the interface that OSRAA uses for this review.
- If a Federal Proposal (NIH, AHRQ, NSF, DOD, USDA), Chiron will create the Federal Application that OSRAA will review and approve – and eventually submit on your behalf.

PROPOSAL PROCESS – TYPICAL TIMELINE

- 30 days prior to Sponsor Deadline, contact Chiron
- Again – conceptualization, data collection, design, strategy should begin well in advance of the 30-day administration process.
- 7 days prior to sponsor deadline, proposal (in draft form, but with final budget) is due to OSRAA, via Cayuse, for their review and approval. During this time, PI must remain available to discuss revision/edits OSRAA may ask for or require.
- OSRAA submits final proposal to sponsor by Date and Time sponsor requires, only when PI has confirmed the proposal if ready to submit.

MOST IMPORTANT PART OF THE PROCESS

- Contact Chiron 30 days prior to sponsor due date.

PROPOSAL ELEMENTS

- This is a representative list of documents most proposals need. The names of the documents can differ from sponsor to sponsor, but the information in them is usually the same:
- Documents Needed (next slide):

NIH R01 (PA-X-XXX – Clinical Trial Optional)

Cover Letter

Project Summary/Abstract

Project Narrative

Bibliography & References Cited

Facilities & Other Resources

Equipment

Other Attachments (if applicable)

Introduction (Resubmissions/Revisions only)

Specific Aims

Research Strategy

Progress Report Publications (Renewals only)

Human Subjects

Protection of Human Subjects

Inclusion of Women, Minorities and Children

Recruitment Retention Plan

Study Timeline



Data Safety Monitoring Plan (Clinical trials only)
Vertebrate Animals
Select Agent Research (if applicable)
Multiple PD/PI Leadership Plan
Consortium/Contractual Arrangements
Letters of Support
Resource Sharing Plan
Authentication of Key Biological and/or Chemical Resources
Appendix (if applicable)
PHS Assignment Request Form

DUE TO OSRAA FOR REVIEW:

DUE TO NIH:

LET'S REVIEW!

Contact Chiron 30 days before sponsor deadline.

SOMETHING NEW – USEFUL LINKS

- OSRAA Home: <https://research.oregonstate.edu/osraa>
 - Important sublinks to the right of home page:
 - Getting Started: <https://research.oregonstate.edu/osraa/getting-started>
 - Proposal Preparation: <https://research.oregonstate.edu/osraa/proposal-preparation>
 - Proposal Submission: <https://research.oregonstate.edu/osraa/proposal-submission>
 - OSRAA FAQ's: <https://research.oregonstate.edu/osraa/osraa-frequently-asked-questions>
- Other resources and links available, but best to share those when we have determined your goals.

Please review and we can discuss any of the above when we start work on your proposal.



PLEASE CONTACT ME ANYTIME WITH ANY QUESTION:

- Don't hesitate to email or phone me with any question regarding research. No matter what stage you are in the process. Even if you are merely considering applying. If I can't answer your questions, we will find someone who can. Sooner is always better, and no question is too trivial.
- Call me (510-206-9272)
- Email me (alstonc@oregonstate.edu)
- Also:
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