Office of Research and Sponsored Programs

Research, Scholarship and Creative Activity at SF State

Alison Sanders
Interim AVP for Research
ORSP Mission Statement

The Office of Research & Sponsored Programs serves the SF State Community to help create a campus environment that is conducive to the research enterprise in the broadest sense.

The office provides leadership, information, direction and technical assistance to faculty engaged in externally funded research, instruction, community service and other scholarly activity.

In accomplishing this mission, ORSP ensures accountability, compliance and stewardship for sponsored programs as directed by the values of the office and by all applicable Federal, State, and University policies, procedures and regulations.

We Make Breakthroughs Happen!
Who is ORSP?

- Academic Affairs
- 27 staff
  - Sponsored Programs Managers
  - Grant Administrators
  - Grant Support Coordinators
  - Compliance Specialists
  - Human Resources Specialists
  - Grant Development Specialist

_We Make Breakthroughs Happen!_
Research and Sponsored Programs at SF State

- ~$40M in new awards last year
- 3rd most grant active campus in the CSU
- ~200 Principal Investigators
- ~ 350 active grants/contracts

*We Make Breakthroughs Happen!*
Research and Sponsored Programs at SF State

All Awards $38M (FY 14-15)
Funder Categories

- Federal: 79%
- State: 16%
- Local: 4%
- Non-Profit: 0%
- Profit: 0%
- International: 1%

We Make Breakthroughs Happen!
What do you want to do?

- Find resources and tools
- Find funding
- Improve writing proposal submissions
- Submit and manage a grant
- Report/protect your inventions (intellectual property)
- Get trained in new methods
Find resources and tools

- ORSP website [research.sfsu.edu]
  - Policies/procedures
  - Forms (hire, travel, human and animal subjects protocols, invention disclosures)
  - Budget templates
- Weekly Memo of announcements and funding opportunities
- Drop in at your assigned grants and contracts office (CoSE Hensill Hall 301; all other ADM 471)

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Grant Development and Special Projects

• Tools and Services

○ Find Funding

 Internal: ORSP Small Grants and Chancellor’s Office
 External:
  ❖ Pivot
    ➢ Funding database available to all faculty, claim profile and search for specific opportunities
  ❖ ORSP Weekly Memo
    ➢ Funding opportunities from grants.gov and other sources

 Specific Agency and Foundation websites

*We Make Breakthroughs Happen!*
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V. Thomas Parker
Professor, Department of Biology
College of Science and Engineering, San Francisco State University

Overview

- Publication Page: http://online.sfsu.edu/parker/pages/pubs1.html
- Personal Website: http://biology.sfsu.edu/people/v.thomas

Expertise
Another aspect of research that interests me is the conceptual framework of how ecologists approach and define communities. For me, this includes theoretical frameworks of how communities work as well as applications to restoration or vegetation management and conservation.

Keywords: Plant ecology, mycorrhizae, taxonomy of Arctostaphylos

Research in this lab investigates the dynamics of plant communities. Projects center on aspects of plant turnover such as dispersal, seed bank dynamics and more.

Affiliations: Professor, Department of Biology, College of Science and Engineering, San Francisco State University

Contact Details
- Email: parker@sfsu.edu
- Location: San Francisco, CA, United States

Funding Matches:
- 59 funding opportunities
- 110 funding opportunities for your department
Grant Development and Special Projects

• Tools and Services
  o External pre-review of grant proposals
  o Grant Development Specialist—Jessica Mankus
    ▪ Help conceptualize short- and long-term research goals
    ▪ Proposal development including editing
  o Hanover Research- grant consultants

We Make Breakthroughs Happen!
Grants and Contracts Administration

• Submit proposals and manage grants
  o Pre-award services
    ▪ Prepare proposals, budgets
    ▪ Consult the timeline to successful submission
    ▪ Submit a PI (Principal Investigator) Checklist and discuss with your assigned Grants Administrator
  o Post-Award
    ▪ Hire students/staff on your grant
    ▪ Purchase supplies/equipment
    ▪ Reporting/Program outcomes

We Make Breakthroughs Happen!
3-5 months before agency deadline

**RECOMMENDED**
Submit a PI Checklist
Begin proposal preparation
Review funding announcement
Request statistical & design support

5 weeks before agency deadline
Submit a PI Checklist if you haven’t already done so
ORSP GA will reply within 24 hours

4 weeks before agency deadline
No-cost external pre-review of **federal** proposals (draft ok) if desired, or if required by College.

2-3 weeks before agency deadline
Work with GA on budget, budget justification, and other proposal documents.

7 business days before agency deadline

**MANDATORY**
Submit to your GA the final copy of your budget and budget justification, and draft narrative for internal review and approval by the AVP, Finance and your Dean.

Deadline:
2 business days ahead

**MANDATORY**
ORSP will submit your proposal to ensure error-free electronic submission.
Grants and Contracts Administration

• Tools and Services
  o Grant Administrators
    ▪ Forms and budget development, institutional review and submission of proposals
    ▪ Financial management and compliance; reporting and invoicing for awards
  o Human Resources Specialists
    ▪ Recruitment and retention of grant-funded staff, students and postdoctoral researchers
    ▪ Processing of faculty release time and additional pay

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Compliance

- IP Attorney consultant for patent and licensing questions
- Invention disclosure is required
- IRB review (Human Subjects Research)
- IACUC (animal research)
- Ethics training

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Get trained in new methods

- Funding for faculty to attend stats/methods training anywhere in the country.
- Consult our statistical resources page
  - access “labspace” – online statistical software free of charge
  - UCSF consultations
- Contact Rick Harvey and Ed Connor of STAT CORR – a faculty support team for statistical resources
- Come to workshops at the Faculty Retreat in January

We Make Breakthroughs Happen!
Contact us!

• [http://research.sfsu.edu/](http://research.sfsu.edu/)
• Alison Sanders: asanders@sfsu.edu
• Michelle Gagnon: mgagnon@sfsu.edu
• Jessica Mankus: jmankus@sfsu.edu
• Susan Pelton: spelton@sfsu.edu

*We Make Breakthroughs Happen!*
Thank you!

We Make Breakthroughs Happen!