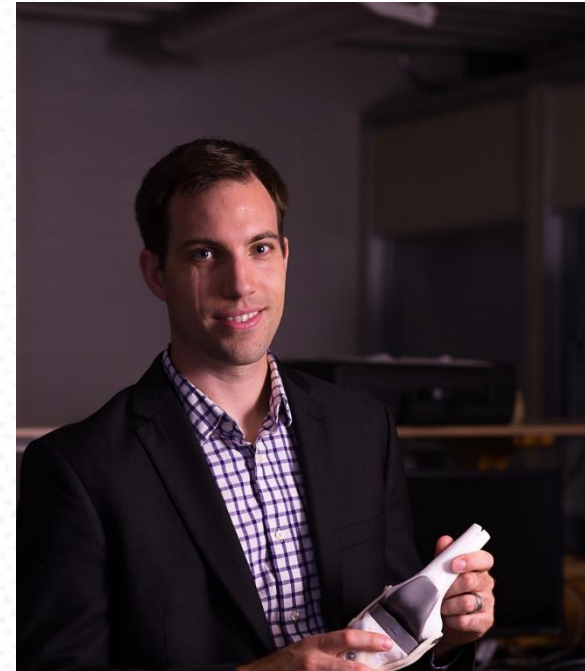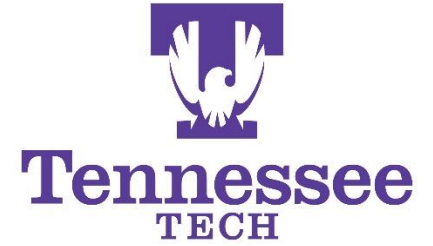# Getting Started with Research Grants

September 20, 2024

What is a Sponsored Project?

– Sponsored programs are projects and/or activities conducted by members of the faculty or, in some instances staff members or students, that are supported wholly or in part by external restricted funds awarded to the University.

– Externally funded activities in which a formal written agreement, i.e., a grant, contract, or cooperative agreement, is entered into by the University and the sponsor.

Life Cycle of a Sponsored Project

Develop Proposal

Put together competitive proposal that meets all applicable guidelines.

Submit Proposal

Submit proposal in a timely manner through the required method.

Identify Funding Source
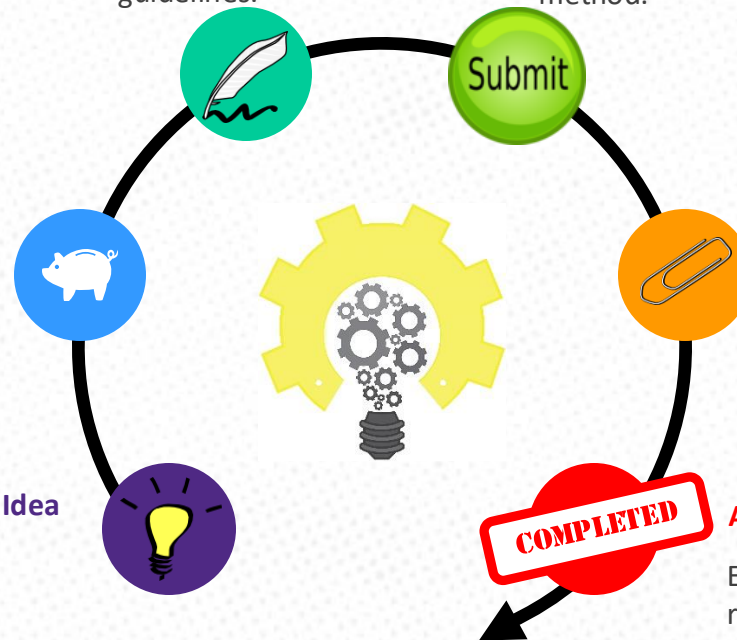
Utilize Pivot-RP, Grants.gov, and other resources.

Manage Award

If funded, the project should be implemented according to award documents and complying with all applicable guidelines.
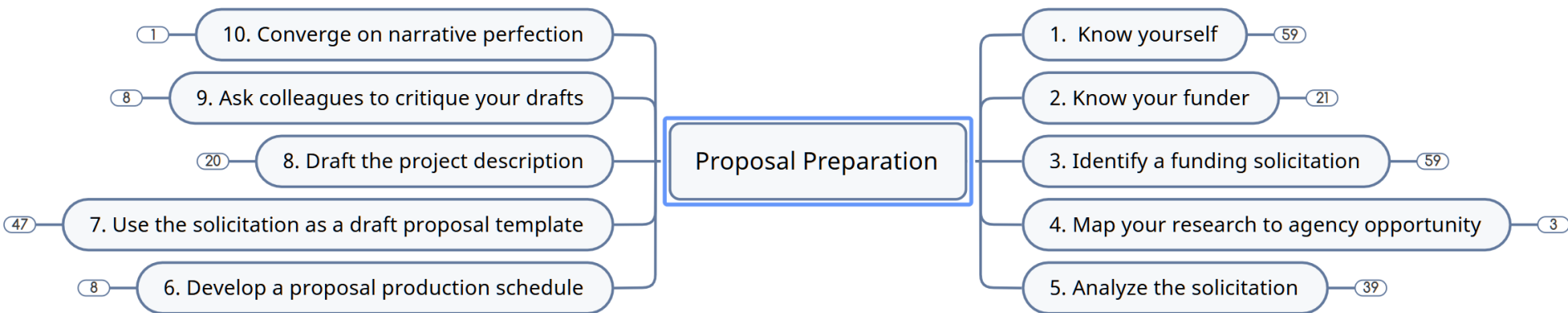
Project Idea

Award Close-out

Ensure that all required reports are completed and applicable closing procedures are followed.

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                                                                    ┌──────────────────────────────────────┐
    ①──  10. Converge on narrative perfection ──┐            ┌──  1.  Know yourself  ──59
                                                 │            │
    ⑧──  9. Ask colleagues to critique your drafts ──┐       ├──  2. Know your funder  ──21
                                                     │        │
         ⑳──  8. Draft the project description ──┐   │   ┌────────────────────────┐   ├──  3. Identify a funding solicitation  ──59
                                                 ├───┤   │  Proposal Preparation  │───┤
    47──  7. Use the solicitation as a draft proposal template ──┘   └────────────────┘   ├──  4. Map your research to agency opportunity  ──3
                                                                                          │
    ⑧──  6. Develop a proposal production schedule ──┘                                    └──  5. Analyze the solicitation  ──39
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Proposal Development

Getting to know the funder

- At a basic level, you need to understand:
  - What are the funding priorities of the agency?
  - Who/what do they fund?
  - What process (e.g. ad hoc review, panel review, etc.) is used to evaluate proposals?

Solicitation

Solicitation

- Read carefully and make sure you (and any collaborators) understand the expectations

- Determine the funding priorities

- Look for information about who and what have previously been funded

Solicitation Con't

- Determine required documents: project description, biosketches, current and pending support, etc.

- Review budget guidelines – what costs are allowable?, are there any costs that are required?

- Develop a project description/narrative template based on the requirements in the solicitation

- Understand what review criteria will be used

Finding Funding: Where to Start

**Assistance with Finding Funding Opportunities
an Introduction to grants.gov and Pivot-RP**

Funding Types

- **Individual Funding**: Fellowships, Scholarships, Internships, Conference Travel, Professional Development, Sabbaticals

- **Project Resources**: Research Grant, Seed Money, Community Outreach, Artistic or Cultural Performance, Curriculum Development, Service Delivery

Funding Sources

Federal
- 26 Federal grant making agencies

State
- Various agencies, i.e. THEC and TBR

Local
- City or County Governments, local agencies

Industry
- National, regional or local

Foundations
- National, regional, or local

Key Resources

– Grants.gov

  o Access point for all federal grant making agencies

– [PIVOT-RP](#)

  o TTU's Service Database of Funding Opportunities

– Research Development and Grant Writing News

Strategies

Active Strategies

- Keyword Searches
  - PIVOT-RP
  - Grants.gov
  - Agency websites
- Correspondence with agencies and colleagues

Passive Strategies

- PIVOT emails
- Grants.gov subscriptions

Grants.gov

– Single access point for more than 1,000 grant programs offered by all federal grant making agencies

– Grants Learning Center (Learn Grants tab)

– Training videos offered (Applicants tab) on topics including "How to Search for a Federal Grant on Grants.gov" and "What's in a Grant Opportunity on Grants.gov?"

Search Mode Options

Quick Keyword Search

- Search grant opportunities or site content. (upper right corner)

Search Grants

- Search by keyword or opportunity number and set filters. ("search grants" tab or icon)

1. Login.gov
   - https://login.gov/create-an-account/
2. Grants.gov
   - https://apply07.grants.gov/apply/register.faces
   - Affiliate with Tennessee Technological University (it may ask for our UEI, which is: KZNHNMDUTJA5)

Set Filters

Grant Opportunity Listing

- **Synopsis**: High Level information including deadline date and eligibility criteria

- **Version History**: Changes made to the synopsis since its original posting

- **Related Documents**: Any files provided by the federal grant-making agency

- **Package**: Can select instructions and proposal package

Grants.gov Summary

- GREAT resource for learning about grants
- Easily search for Federal funding opportunities
  - **Best starting point for Federal funding**
- Register for the ability to save your searches and be notified of changes & new funding opportunities

PIVOT-RP

https://pivot.proquest.com/dashboard

- Pivot-RP is a database containing active grant funding opportunities for all disciplines and project types

- It includes a wide variety of funding types, including federal U.S. government, private foundations, and corporate and international funding opportunities all in one easy-to-search tool.

- **Note: To access off-campus, you will need to have created a personal PIVOT account while on-campus**

PIVOT-RP

Proposal Process @ TTU

Intent to Submit is due as soon as possible, but preferably no later than 30 days, before proposal due date. Comprehensive support can be provided.

Final proposal must be released and signed Proposal Endorsement Form received at least 24 hours before proposal due date. <u>Proposals received on the due date will not be submitted</u>.

5 days

30 days

24 hours

Complete proposals should be received five days before the due date for a review to ensure that the proposal meets all federal, state, funding agency, and TTU guidelines.