



RAE operations





Research Administration
and Engagement
UNIVERSITY *of* WEST FLORIDA

Fall Faculty Forum: Getting Your Research Up and Running

*Matthew Schwartz,
Professor and Associate VP of Research Administration
15 August 2023*



“Research” at UWF means...

- **Scholarly activities**
- **Creative activities**
- **Research activities**



Getting Your Research Up and Running



Getting Your Research Up and Running

- **What are your goals over the next three years?**
 - **What resources do you have?**
 - **Collaborators**
 - **Equipment/supplies**
 - **Assistance by assistants**
 - **What do you need?**
-



Getting Your Research Up and Running

- **Use UWF-internal funding to produce pilot results**
 - Office of Undergraduate Research
 - High Impact Practices and Experiential Learning
 - **Partner with senior collaborators**
 - **Identify external funding programs**
 - Federal, State, Private/foundation
 - Build upon pilot projects
 - **Deliver on funded projects**
 - **Seek new collaborators**
-



Research Administration
and Engagement
UNIVERSITY *of* WEST FLORIDA

What does RAE do?



RAE operations

- **Proposal development**
 - **Pre-award**
 - **Post-award**
 - **Research Compliance**
 - **Research Security**
-



RAE operations

- **What kind of support/services RAE provide?**
 - **Proposal development (i.e., grant prospecting)**
 - GrantForward
 - **Pre-award (proposal preparation and submission)**
 - **Post-award (grant administration)**
 - Project closeout and distribution of indirect costs
 - **Research integrity, security, & compliance**
 - Institutional Review Board (IRB)
 - Institutional Animal Care and Use Committee (IACUC)
 - Research Integrity Office

Integration with
UWF GC,
Procurement,
HR, and others



RAE operations



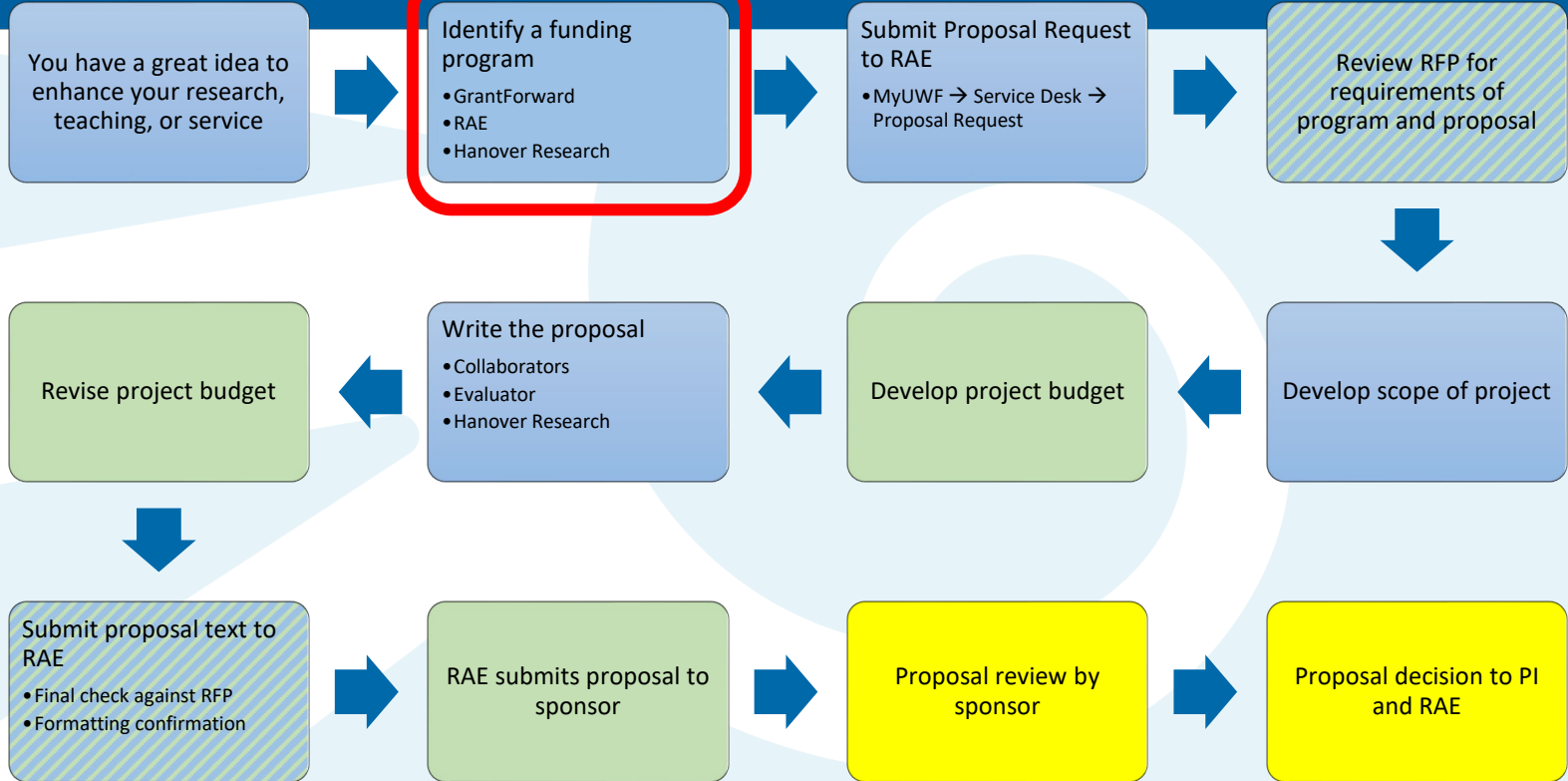


RAE operations





Preparing a Funding Proposal at UWF





Writing Grants for External Funding: GrantForward



RESEARCH ADMINISTRATION & ENGAGEMENT

Return to Research and Strategic Innovation

University Research

Funding Opportunities

External Funding

Internal Funding

GrantForward

IRB & Compliance

Forms & Resources

About Us

Principal Investigator Grant Handbook

PI Handbook

Featured Links

Division of Research and Strategic Innovation

Office of Undergraduate Research (OUR)

Explore Research Further!

Research Administration & Engagement

Bldg. 11/Rm. 110
11000 University Pkwy.
Pensacola, FL 32514
(850) 474-2824
research@uwf.edu

Privacy Notices and Lawful Basis

See Documents Here

External Funding

Research and Sponsored Programs helps to identify funding opportunities for campus researchers and provides faculty members with access to up-to-date funding information.

Current Funding Opportunities

Latest RAE Newsletter Issue

Subscribe to RS's Mailing List

Funding Opportunity Databases

Searchable third-party databases mine funding opportunities. Many of these are excellent resources are subscription-based, and thus are only accessible by UWF faculty, staff, and students.

GrantForward: Sign up with your UWF account and create a profile to search funding opportunities and receive personalized recommendations.



External Sponsor Websites and Searches

Federal Departments and Agencies

- Grants.gov:** Electronically find grant opportunities from all Federal grant-making agencies.
- FedBizOpps:** Federal business opportunities

Other Funding Sources

- Private and Foundation Funding**
- Faculty Awards & Grants**



Welcome to GrantForward

You are using GrantForward as a member of University of West Florida

Enter keywords to find grants...

Search

Go to Advanced Search

Sign Up for an Account on GrantForward



Access from Anywhere

Use GrantForward from home or anywhere else by logging in with your account.



Researcher Profiles

Create a GrantForward Researcher Profile to showcase your research and get grant recommendations.



Find the Right Grants

Save your searches, get alerts of new grants, and export grants to move your research forward.

Sign Up



New Sponsors

Lang Lang International Music Foundation

Foundation

Added 2 days ago

Washington State Opportunity Scholarship

Other

Added 24 days ago

VNAs of Vermont

Foundation

Added 24 days ago

Waterloo Community Foundation

Foundation

Added 24 days ago

Public Artist

Other

Added 24 days ago

See All Sponsors



New Grant Opportunities

Wichita County Jr. Livestock Association Scholarship

Wichita Falls Area Community Foundation

Added 5 hours ago

Nurses Educational Funds, Inc. Scholarship

Nurses' Educational Funds, Inc.

Added 12 hours ago

Cynthia Davis Sculco Scholarship

Nurses' Educational Funds, Inc.

Added 12 hours ago

Judith G. Whitaker Scholarship

Nurses' Educational Funds, Inc.

Added 12 hours ago

NewAlliance Foundation - Community Development

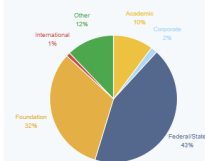
NewAlliance Foundation

Added 12 hours ago

See All New Grants



GrantForward Distribution



Inventory Updates

- 80 Sponsors** were updated/added to the system within the last 7 days.
- 1319 New Opportunities** were added to the system within the last 7 days.



Writing Grants for External Funding: GrantForward

- Sponsors
- Categories
- Deadlines
- Status
- Amount
- Sponsor Types
- Grant Types
- Applicant Locations
- Activity Locations
- Citizenships
- Submission
- Applicant types
- CFDA numbers

Go to

- Sponsors
- Categories
- Deadline
- Status
- Open
- Continuous
- Closed

- Amount
- Sponsor Types
- Grant Types
- Applicant Locations
- Activity Locations
- Citizenships
- Submission
- Applicant Types

+ **Individual** **-**

- Undergraduate
- Graduate
- Early Career Investigator
- Senior Researcher
- Woman
- Disability
- Minority
- Other

+ **Organizational** **-**

- Academic Institution
- Non-profit
- Commercial
- Government
- Other

Include Unspecified

- CFDA Numbers

Go to



Writing Grants for External Funding: GrantForward

- Sponsors
- **Categories**
- Deadlines
- Status
- Amount
- Sponsor Types
- **Grant Types**
- **Applicant Locations**
- Activity Locations
- Citizenships
- Submission
- **Applicant types**
- CFDA numbers

Go to

- Sponsors
- Categories
- Deadline
- Status

Open

Continuous

Closed

- Amount
- Sponsor Types
- Grant Types
- Applicant Locations
- Activity Locations
- Citizenships
- Submission
- Applicant Types

+ **Individual** **-**

- + Undergraduate --
- + Graduate --
- + Early Career Investigator --
- + Senior Researcher --
- + Woman --
- + Disability --
- + Minority --
- + Other --

+ **Organizational** **-**

- + Academic Institution --
- + Non-profit --
- + Commercial --
- + Government --
- + Other --

Include Unspecified

- CFDA Numbers

Go to



Writing Grants for External Funding: GrantForward

Go to

- Sponsors
- Categories
- Deadline
- Status
 - Open
 - Continuous
 - Closed
- Amount
- Sponsor Types
- Grant Types
- Applicant Locations
- Activity Locations
- Citizenships
- Submission
- Applicant Types
 - Individual**
 - Undergraduate
 - Graduate
 - Early Career Investigator
 - Senior Researcher
 - Woman
 - Disability
 - Minority
 - Other
 - Organizational**
 - Academic Institution
 - Non-profit
 - Commercial
 - Government
 - Other
- Include Unspecified
- CFDA Numbers

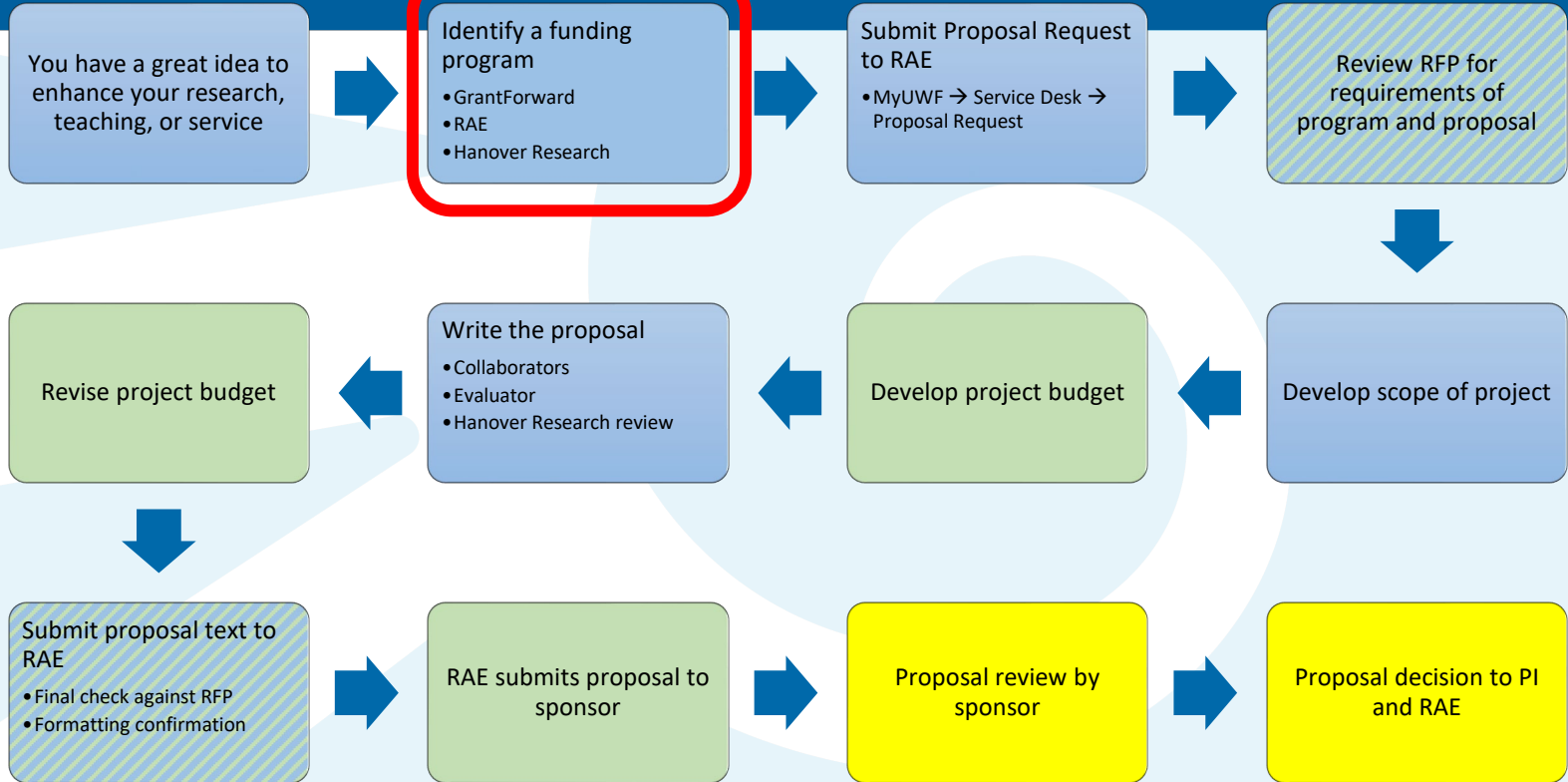
Go to

Grant Search

Award Search



Preparing a Funding Proposal at UWF





Hanover Research

- **Research Development**
 - Grant prospecting
- **Proposal Preparation**
 - Review
 - Proposal writing





How to write a proposal that will
(probably) not get funded



Guiding Principles for Proposal Preparation

1. Shoehorn your research proposal into a funding program with which it is not **aligned**
 2. Do not **read the RFP** to identify the key requirements of the funding program
 3. Do not **engage collaborators (a) early or (b) in a meaningful way**. Reviewers LOVE when your collaboration is represented only in a letter attached as an appendix
 4. Start at the **last minute**
 5. Please do not **let RAE know** that you are submitting a proposal until the last minute. They cannot provide any assistance anyway and submitting a proposal is as simple as one-click email.
-



RAE operations

• Whom should you contact for help?

• Monitored Jira Service Desks

- General Support
- **Proposal Request**
- **International Travel**
- Research Security (soon to be added)
- Grant Administration (RAE-internal)
- Research Integrity Office (RAE-internal)

UWF Service Desks
Research Administration & Engagement

Welcome! You can raise a Research Administration & Engagement request from the options provided.

What do you need help with?

General

Internal

- Proposal Request**
Submit a proposal request here.
- Post-Award Grant Administration Request**
Use this form to start a Grant Administration ticket for an award that has been granted.
- General Service Request**
Request general assistance from the RAE office.
- Report Request**
Request a report from the RAE office.
- Funding Opportunity Request**
Search for funding sources for research.
- Researcher Interests and Skills (RIS) Update Request**
Request to add/remove keywords from your **list of RIS keywords**
- Outside Activity IP Waiver Report**
Use this form to report a waiver of intellectual property in conjunction with the Outside Activity form.

Powered by Jira Service Desk



Research Integrity, Security, and Compliance

- **What else should chairs know about RAE?**
 - Research Compliance
 - Institutional Review Board (IRB)
 - Human participants research
 - Institutional Animal Care and Use Committee (IACUC)
 - Research Security (aka Research Integrity)
 - International Travel
 - Export Control
 - *Screening foreign researchers* (§1010.35, FS)
-



RAE activities

- “Research Engagement” (ArgoLabs)
 - 2023 Research Week (October 23-27, 2023)
 - #ResearchMatters campaign
 - Sponsored Research Reception
 - OUR
 - Grad School Three-Minute Thesis
 - RAE Mini-Workshop
 - RAE workshops in December and May
 - Monthly newsletter
 - Send your new manuscripts to Jeff Cassady
-



Research Administration
and Engagement
UNIVERSITY *of* WEST FLORIDA

Questions?

*Matt Schwartz,
Professor and Associate VP of Research Administration*