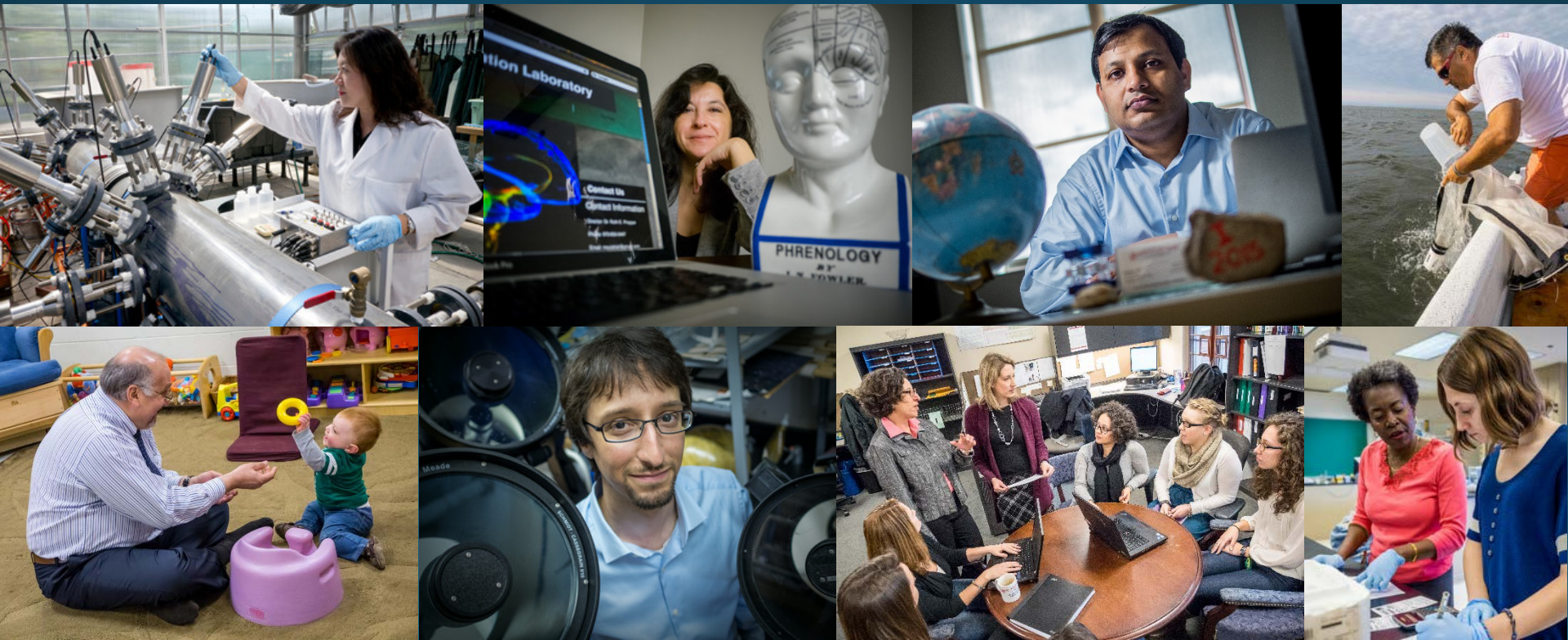


Office of Research and Sponsored Programs & Office of Grant Accounting

Montclair State University New Faculty Workshop - October 17, 2016



Your ORSP Staff

Ted Russo, *Director*

Marina Savransky, *Assistant Director*

Dana Natale, *Research Development Specialist*

Sam Wolverton, *Sponsored Programs Coordinator*

Catherine Bruno, *Post-Award Officer*

Geetha Sampathkumar, *Sponsored Programs
Administrator*

College Hall 309 ■ x4128

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College of Education and Human Services

Curtis Davia, Grants Coordinator

University Hall, Room 3120

Office Phone Number ext. 4156

April Serfass, Post Award Facilitator

University Hall, Room 3132

Office Phone Number ext. 3072

GRANT LIFE CYCLE



Montclair State University ORSP

Proposal Development Services

PRE-AWARD

Pre-Award: Seeking External Funding

Proposal Development Team (Marina, Dana, and Sam) can assist you in applying for grants:

1. ORSP Web resources (funding opportunities, templates, narratives, proposal development)
2. Meetings, advising, interpreting (reviews, for example)
3. Assistance with planning for compliance issues (human/animal subjects, conflicts of interest, intellectual property)
4. Reviewing drafts of narratives & budgets
5. Submitting final proposal (planning re-submissions)

Pre-Award: Finding the Funding

Pivot <http://pivot.cos.com>

- A global, multi-disciplinary database
 - Over 28,000 funding opportunities
 - 3 million profiles from around the world
- Suggests potential funding opportunities for you based on your Pivot profile
- New opportunities matching saved searches are emailed weekly
- Faculty profile is searchable by other users for potential collaboration
- Gives you one place to manage and track funding of interest

Funding Opportunities Listserv

- Twice a week, federal and non-federal opportunities
 - Tuesday: The Sciences
 - Thursday: Arts & Humanities, Business, and Education

More links at <http://www.montclair.edu/orsp/grant-opportunities/>

Pre-Award: Applying for Funding

cayuse 424 

Cloud-based system for proposal development and submission to federal agencies, and electronic routing of your proposal for internal approvals (department chairs, deans, etc.). Auto-fills biographical information, department affiliation, and institutional information.

Pre-Award: Advice for New Researchers

- Fully utilize ORSP
- Pay attention to logistics and feasibility - plans for getting work done
- Don't underestimate the importance of collaboration
- Collect preliminary data
- Become a peer reviewer
- If at first you don't succeed, try, try again!

Montclair State University ORSP

Award Management Services

POST-AWARD
Non-Financial

Post-Award: Award Management (Non-Financial)

1. Award Set-Up

- Award packet

2. Sponsor Prior Approvals: some examples

- No-cost Extensions
- Addition of a subaward
- Change in Key Personnel

3. Non-Financial Reporting

Montclair State University ORSP

Award Management Services

POST-AWARD
Financial

Post-Award: Your Grant Accounting Staff

Stanley Zimmerman, *Director*

Rosa Cordova, *Grant Accounting Manager*

Christine Singh, *Grant Accounting Manager*

Bill Jones, *Grant Accountant*

855 Valley Road

<https://www.montclair.edu/finance-and-treasury/university-controller/grant-accounting/>

Post-Award: Financial

- Post Award Life Cycle 1 – 5 years
- Financial Reporting
 - Expenditure Processing (Salary/Non-salary)
 - Indirect Cost Allocation
 - Invoicing
 - Accounts Receivable
- PI Compensation and Effort Report
 - Release Time
 - Summer Salary
 - Effort Reporting
- Closeout
 - Final reconciliation of Budget to Actual
 - Final Financial Report

Internal Awards

What are Internal Awards?

- Separately Budgeted Research
- Student Faculty Scholarship
- Summer Grant Proposal Development

Internal Awards Process