Research Quick Reference Guide

Office of Research and Sponsored Programs

Internal grant programs

**University Small Research Grant (USRGs):** A seed grant program to support early research, scholarly activity, and other creative efforts. **Deadline:** First Monday in October, first Monday in March. [www.k-state.edu/research/funding/fdausrg.html](http://www.k-state.edu/research/funding/fdausrg.html)

**Faculty Development Awards:** Support for 1) travel to international meetings, primarily at international locations, or 2) meeting with Program Officers of potential external sponsors. **Deadline:** First Monday in October, first Monday in March. [www.k-state.edu/research/funding/fdausrg.html](http://www.k-state.edu/research/funding/fdausrg.html)

**Funding opportunities:** Weekly email (The Funding Connection) on recently released funding opportunities. To get on the listserv, call or email orsp@ksu.edu.

**Individual or group funding information sessions:** Introduction to using PIVOT to help find tailored funding information. We can also help you set up individualized weekly funding alerts from PIVOT. Call or email orsp@ksu.edu.

**Communicating your research:** Do you need help getting your research noticed through public media sources? Contact Sarah Hancock (sarhan@ksu.edu).

**Training:** Sessions throughout the year on research-related topics such as grant writing basics, specific funding programs (e.g., NSF CAREER), submitting to NSF/NIH/USDA, responsible conduct of research, developing data management plans, and Scopus/Web of Science (with K-State Libraries). An events calendar is available at [www.k-state.edu/orsp](http://www.k-state.edu/orsp).

**Large and/or multi-institution submissions:** Help with the extra planning and logistics associated with larger submissions that often include other institutions/entities. Contact Mary Lou Marino (mlmarino@ksu.edu) or Joel Anderson (jdanderson@ksu.edu).

**Other:** Help finding collaborators, submitting for the first time to a new agency, submitting your first proposal, or finding out about new submission requirements. Contact Mary Lou Marino (mlmarino@ksu.edu) or Joel Anderson (jdanderson@ksu.edu).

**Limited submissions:** When the number of proposals an institution can submit is limited, send a white paper to orsplimitedsubs@ksu.edu by the internal deadline. Find guidance at [www.k-state.edu/research/funding/limitedsubmissions](http://www.k-state.edu/research/funding/limitedsubmissions).

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PreAward Services

**Grant Administrators** are authorized to send your proposal to a funding organization and will help you upload your submission and prepare your budget. Please contact at least one month before your proposal is due.

- **Education, Physics, Biochem & Mol Biophys, Other (Inst. Adv., Provost, President, etc.):** Rich Doan (rdoan@ksu.edu)
- **Biology, Architecture, Vet Medicine:** Carmen Garcia (carmen@ksu.edu)
- **Chemistry, Plant Pathology, Hort, Forestry & Rec Resources, K-State Olathe:** Mollie Robbins (mrobbins@ksu.edu)
- **Human Ecology, Other Arts & Sciences, Cooperative Extension:** Adassa Roe (adassa@ksu.edu)
- **Agriculture, Journalism & Mass Communications, K-State Salina:** Kathy Tilley (ktilley@ksu.edu)
- **Engineering, Mathematics, Business:** Effie Swanson (effies@ksu.edu)
- **EPSCoR, SBIR/STTR, COBRE, K-INBRE, Electronic Submission Issues, CAYUSE:** Anita Fahrny (afahrny@ksu.edu)
- **Contract/Subcontract Development and Signoff:** Paul Lowe (plowe@ksu.edu)
- **Grant and Contract Administration:** All grant/contract negotiations associated with extramural funding are assigned to one of four expert in-house negotiators. Contact Katie Small, manager (ksmall@ksu.edu) or Paul Lowe (plowe@ksu.edu).

**Proposal preparation:** For FEIN number, Duns number, Congressional District, current fringe benefit rates, indirect cost rates, and more, visit [www.k-state.edu/research/preaward/propinfo.html](http://www.k-state.edu/research/preaward/propinfo.html)

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Important points in time for K-State Research

- **1863** Kansas State University founded
- **1867** Agricultural Experiment Station built to analyze horticultural and entomological subjects
- **1944** First U.S. patent application filed for a plastic container for frozen foods
- **1967** Alf Landon Lecture Series on Public Issues established
- **1997** Hale Library expansion completed
- **2015** National Bio and Agro-Defense Facility groundbreaking

k-state.edu/research  @KState_RSCAD
Other Research-Related University Resources

Office of the Provost

**Big 12 Faculty Fellowships:** Assistance for expenses related to a visit by a faculty member to another Big 12 Institution. **Deadline:** May 1 [www.k-state.edu/provost/enrichment/big12](http://www.k-state.edu/provost/enrichment/big12)

**K-State Mentoring Fellowships:** Helps new tenure-track professors in the basic sciences, applied sciences, and engineering find mentors and develop research programs to a level that attracts external funding. **Deadline:** mid-September and mid-February of each year. [www.k-state.edu/provost/enrichment/mentor](http://www.k-state.edu/provost/enrichment/mentor)

**Academic Excellence Awards:** Support proposals that advance the university toward the goals of K-State 2025 and its aspiration to be recognized as a Top 50 public research institution. Awards are co-funded with the Office of the President. **Deadlines:** October 15 and December 15 of each year. [www.k-state.edu/provost/enrichment/awards/acadexc.html](http://www.k-state.edu/provost/enrichment/awards/acadexc.html)

**Excellence in Engagement Awards:** Given to highlight excellence in engaged scholarship (via research, teaching, and/or outreach). These awards recognize K-State Research and Extension (KSRE) and campus faculty initiatives that demonstrate innovative and/or sustained efforts in university/community engagement positively impacting both university and community partners.

**Engagement Incentive Grants:** Seed grants designed to assist faculty, KSRE specialists and agents to become more fully engaged in teaching, research, and outreach. Funded via the Center for Engagement and Community Development. **Deadline:** Early April [www.k-state.edu/cecd/funding](http://www.k-state.edu/cecd/funding)

**International Incentive Grants:** Designed to promote the internationalization of Kansas State University. Funded via the Office of International Programs which reports to the Provost. **Deadlines:** February 15 and September 15 of each year. [www.k-state.edu/oip/grants](http://www.k-state.edu/oip/grants)

**Evaluation**

Office of Educational Innovation and Evaluation (OEIE) can help you develop an evaluation plan for your proposal and conduct the evaluation once you receive your grant. They are adept at using the Logic Model, a favored evaluation tool of many funding agencies (e.g., USDA, NSF). Contact Katie Allen (klallen@ksu.edu).

Education/Diversity/Broadening Impacts

**Kansas Louis Stokes Alliance for Minority Participation (KS-LSAMP)** promotes recruitment and retention programs throughout Kansas in support of increasing the success of underrepresented minority students (URMs) in STEM fields. K-State’s partners include the following minority serving institutions: Seward County Community College, Garden City Community College, Dodge City Community College, Garden City Community College, and Donnelly College. This project provides established recruitment and retention programs that can be incorporated into individual research projects whose resources can help expand the students participating in the program. Contact Beth Montelone (bethmont@ksu.edu) [www.k-state.edu/lsamp](http://www.k-state.edu/lsamp)

**CORES** works to increase enrollment and degree completion in STEM disciplines at Kansas State University by women, first generation college students, and groups historically underrepresented in these disciplines. This group is an umbrella organization for programs across campus that serve this goal and can provide links to them. Contact Beth Montelone (bethmont@ksu.edu) [www.k-state.edu/cores](http://www.k-state.edu/cores)

**Developing Scholars Program (DSP)** offers underrepresented students opportunities to conduct research projects with faculty mentors. Students receive academic, social, and financial support while participating in this program to help retain them in K-State’s baccalaureate program and to interest them in seeking graduate and professional degrees. By including a stipend for one or more DPS students in your grant proposal and agreeing to be a mentor, you can utilize this program's established recruitment and retention resources. Contact Anita Cortez (cortez@ksu.edu) [www.k-state.edu/scholars](http://www.k-state.edu/scholars)

**Other Education/Diversity/Broadening Impact Programs:** See [www.k-state.edu/research/resources/writing/broaderimpacts](http://www.k-state.edu/research/resources/writing/broaderimpacts)

**Other Research and Faculty Resources** can be found at [www.k-state.edu/research](http://www.k-state.edu/research)

Teaching

Teaching Resources can be found at the Teaching and Learning Center, which fosters best practices in teaching and learning, supports advancements in research-based scholarship of teaching and learning (SoTL), and provides professional development for all members of the campuses teaching community. Contact Jana Fallin (jfallin@ksu.edu) or visit [www.k-state.edu/tlc](http://www.k-state.edu/tlc)