Research Quick Reference Guide: Find details at [www.ksu.edu/research/faculty](http://www.ksu.edu/research/faculty)

### Office of Research and Sponsored Programs

**102 Fairchild Hall, 785-532-6195**

**Internal grant programs**

- **University Small Research Grant (USRGs):** Seed grant program to support early research, scholarly activity, and other creative efforts. **Deadline:** First Monday in October, first Monday in March.

- **Faculty Development Awards:** Support for travel to international meetings or meeting with Program Officers of potential external sponsors. **Deadlines:** First Monday in October, first Monday in March.

**Funding opportunities:** The Funding Connection is a list of funding opportunities that is updated weekly. Find it online or call or email orsp@ksu.edu to receive an email through a listserv.

**Individual or group funding information sessions:** Use PIVOT to help find tailored funding information and set up individualized weekly funding alerts. Call or email orsp@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). Events are listed on our website.

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

**Other:** Help founding 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 on our website.

### PreAward Services

**2 Fairchild Hall, 785-532-6804**

**Grant Administrators** are authorized to recommend submission of your proposal by K-State's Authorized Organizational Representative to a funding organization and will help you develop, review, and upload your submission and prepare your budget. Please contact us 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)
- **Agriculture, Chemistry:** Mollie Hodge (molliehodge@ksu.edu)
- **Human Ecology, Other Arts & Sciences, Cooperative Extension:** Adassa Roe (adassa@ksu.edu)
- **Engineering:** Effie Swanson (effies@ksu.edu)
- **Technology & Aviation, Business, K-State Olathe, Math, Journalism & Mass Communications, Industrial Extension:** Marisha Eck (rish@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); Rex Goff (rgoff@ksu.edu)

**Grant and Contract Administration:** All grant/contract and subcontract negotiations associated with extramural funding are assigned to one of four expert in-house negotiators. Contact Paul Lowe (plowe@ksu.edu) or Jennifer Danenberg (jdanenberg@ksu.edu)

**Proposal preparation:** Find appropriate sponsor guidelines, links to electronic proposal submission portals, FEIN number, Duns number, Congressional District, current fringe benefit rates, indirect cost rates, budget development templates, and more on our website.
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 with resources to help expand student participation. Contact Brenee King (breneek@ksu.edu); [www.k-state.edu/lsamp](http://www.k-state.edu/lsamp)

**Collaborative for Outreach, Recruitment, and Engagement in Science, Technology, Engineering, and Mathematics (CORES)** works to increase enrollment and degree completion in STEM disciplines at K-State by women, first-generation college students, and groups historically underrepresented in these disciplines. This umbrella organization represents programs across campus. 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 to help retain them in K-State's baccalaureate program and to interest them in seeking graduate and professional degrees. Including a stipend for one or more DSP students in your grant proposal and agreeing to be a mentor gives you access to 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 and Other Research and Faculty Resources** are at [www.ksu.edu/research/faculty](http://www.ksu.edu/research/faculty)

Communications

Do you have news to share or need communications training? Contact Sarah Hancock (sarhan@ksu.edu).

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 K-State teaching community. Contact Jana Fallin (jfallin@ksu.edu); [www.k-state.edu/tlc](http://www.k-state.edu/tlc)