

Grant Buzz

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Grants.gov - A Useful Multipurpose Tool

Those on campus who are familiar with the grant submission process probably have at least a vague idea of what grants.gov is.

It is so much more than the federal government's primary grant submission portal.

Used consistently, grants.gov can become a potent tool in your toolbox of methods to find funding for what you want to do at WVSU.

You do not have to register with grants.gov to search for and find funding opportunities - but the institution will, in most cases, have to apply for the

grants since it is registered and approved to submit proposals.

To get started, go to the main page, www.grants.gov.



Click on the link on the lefthand side that says "Find Grant Opportunities." The basic search page will appear, with four distinct ways to search for

funding:

1 - Search by keyword, Funding Opportunity Number (FON) or Catalog of Federal Domestic Assistance (CFDA) number. This search will

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Grant Sign-Off Process Changing With New System

The familiar grant sign-off process at West Virginia State is undergoing a fundamental change.

Previously, principal investigators made a presentation before the vice presidents prior to the grant officially being approved for submission. The process is now in the midst of being transitioned to a fully electronic and on-line procedure.

Once WVSU's web-based Grants Management System is fully implemented, the grant sign-off will be handled by electronically routing the proposal to the appropriate officials, - department heads, deans, fiscal officers and vice presidents.

As part of the transition, the following current grant submission policies and procedures are being changed:

▲ A change to the process is the *new Intent to Submit form*. It asks for a few pieces of basic information, and when the principal investigator/project director clicks on the "Route" button, a notification is sent to the PI's department chair and dean, with a copy to the Institutional Review Board chair.

All of the information entered in the Intent to Submit form is automatically sent to the electronic Internal Approval Form to pre-populate the correct data fields. Nothing has to be typed twice.

▲ A major change to procedure is the requirement that the *complete grants must be submitted to the Office*

of Sponsored Programs seven days before the grant's due date. This will allow the complete proposal to be electronically attached to the Internal Approval Form, so the various parts can be reviewed by whichever grant approver is looking at it.

▲ Another major change to procedure is that the grant sign-offs, where the PIs would meet with the vice presidents, are being replaced by the electronic approval process.

Once a grant has gone through internal review, it will be electronically routed to all of the VPs for their review and approval prior to the actual submission by the Office of Sponsored Programs.

▲ As part of the new process, everyone who needs access to the system must undergo a brief training prior to being allowed to start using it. This, we hope, will minimize the amount of time needed to get familiar with a completely new system.

Several training webinars have already been held on campus. **The next training is set for Sept. 12 at noon in the ACEOP Building's lower conference room.** More will be scheduled in the coming months, in addition to individual and department-level training as required.

The instructions for both PIs and approvers will be added to the Research section of the WVSU website in the near future.

generate the most opportunities, sometimes in overwhelming numbers.

2 - Search by a variety of categories of funding activities. There are 24 broad categories, but if what you want to do seems to fit one, give it a whirl.

3 - Search from a list of agencies offering grant opportunities. If you want to see what current opportunities a particular federal agency has, such as the US Department of Agriculture or National Endowment for the Humanities, use this search.

4 - Search by more specific criteria such as: Funding Instrument Type, Eligibility or Sub-agency. The Advanced Search has numerous drop-down menus to help narrow the criteria, and the results.

- Search for Recovery Act Opportunities. Ignore this one, the Recovery Act has largely expired.

You can even let grants.gov do the searching

Recent Grant Succe\$\$e\$ for April - June 2013

- **Dr. Ulises Toledo**, Research and Public Service, \$46,457, WV Higher Education Policy Commission, state EPSCoR match - Year 3.

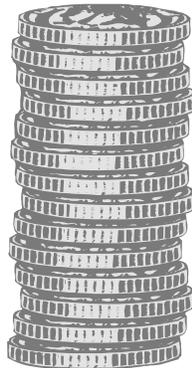
- **Kitty McCarthy**, Enrollment Management and Student Affairs, Governor's School for Math and Science, 2015-2016, funding pending from state Legislature.

- **Paul Henderson**, Extension, \$55,000, 2013 National Summer Transportation Institute, WV Dept. of Transportation.

- **Dr. Gerald Hankins**, Biology, \$20,000, Idea Network for Biomedical Research Excellence, summer teacher intern.

- **Dr. Orlando McMeans**, Research and Public Service, \$1,242,508, Section 1444 Extension Service formula funds, US Dept. of Agriculture.

- **Dr. Orlando McMeans**, Research and Public



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for you! Going back to the main page, under Find Grant Opportunities, click on the Subscriptions link.

There you will find a variety of ways to have funding opportunities e-mailed directly to you.

We recommend using the Notices Based on Advanced Criteria setting, since that allows you to select specific federal opportunities by agency, type of funding, type of applicant, etc.

You can make multiple selections in each drop down menu by holding down the Control key on your computer keyboard before clicking on a selection with your mouse.

When you find opportunities that look like a good fit, please remember to fill out the Intent to Submit form in the new Grants Management System, and be sure that Sponsored Programs gets a copy of the electronic link to the grant.

Happy hunting!

Service, \$1,362,890, Section 1445 Research formula funds, US Dept. of Agriculture.

Grant Words You Need to Know: "Non-Profit"

When looking for grant opportunities, oftentimes you will encounter the phrase, "only open to eligible non-profit entities" or "only IRS-designated 501(c) 3 groups need apply."

Huh? Isn't WVSU a non-profit?

The answer is, yes and no. The state-funded *university* is not regarded as a non-profit entity under the law.

However, the WVSU Research and Development Corp., in addition to the WVSU Foundation, *are considered non-profits* under Section 501(c) 3 of the Internal Revenue Service tax code.

That means that the R&D Corp. can apply for grants awarded to non-profits, on behalf of the university as a whole.

The Foundation performs a similar function with regards to gifts or grants from other non-profit foundations, businesses, etc.

The Office of Sponsored Programs can provide documentation about the R&D Corp.'s non-profit status, if it is required for a particular grant application.