SUPPORTING YOUR RESEARCH: RESOURCES FOR TENURED AND TENURE-TRACK FACULTY

Office of Sponsored Programs
Institute for Research, Scholarship, and Creative Endeavors
Professional Development Subcommittee of the Fort Wayne Senate
The **Office of Sponsored Programs** (OSP) assists faculty, staff and students with funding opportunities, grant proposal development, and post award management.

**General mailbox:**

[sponsoredprograms@pfw.edu](mailto:sponsoredprograms@pfw.edu)
<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Office</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Heidi Sandquist</td>
<td>Director</td>
<td>Kettler 254</td>
<td>14101</td>
<td><a href="mailto:sandquih@pfw.edu">sandquih@pfw.edu</a></td>
</tr>
<tr>
<td>Mystee Eagleson</td>
<td>Assistant Director</td>
<td>Kettler 256</td>
<td>14103</td>
<td><a href="mailto:eaglesom@pfw.edu">eaglesom@pfw.edu</a></td>
</tr>
<tr>
<td>Justin Hull</td>
<td>Post Award Manager/Business Manager</td>
<td>Kettler 253</td>
<td>10497</td>
<td><a href="mailto:hullj@pfw.edu">hullj@pfw.edu</a></td>
</tr>
<tr>
<td>Tina Gasnarez</td>
<td>Program Assistant</td>
<td>Kettler 255</td>
<td>15788</td>
<td><a href="mailto:gasntm02@pfw.edu">gasntm02@pfw.edu</a></td>
</tr>
</tbody>
</table>
EXTERNAL GRANT PROPOSALS

Pre-Award

- Institution, not individual, is the applicant
- Manage all pre-award grant proposal services
- Identify funding sources
- Evaluate potential funding source for eligibility and appropriateness
- Prepare budget (fringe benefits, F&A)
EXTERNAL GRANT PROPOSALS

Pre-Award

- Manage parallel processes (internal and sponsor) of proposal preparation and submission

- Internal deadline minimum of five days in advance of sponsor deadline

- Monitor authorization routing of proposal

Purdue Fort Wayne Proposal Development Process
Post Award

- Post Award Manager is main contact at Purdue Fort Wayne for all post award issues

- Post Award Manager serves as liaison with West Lafayette Sponsored Program Services (SPS) Post Award

- Post Award Manager works in conjunction with College/School Business Manager in the administration of the grants
EXTERNAL GRANT PROPOSALS

Post Award

- Common Post Award issues/requests:
  - Account set up
  - Allowability of expenses
  - Notice to Proceed (NTP)
  - No Cost Extension (NCE)
  - Reporting information

Justin Hull, Post Award Manager, hullj@pfw.edu
INTERNAL FUNDING OPPORTUNITIES

Travel
- Purdue Research Foundation (PRF) International Travel Grants
- Purdue Fort Wayne Travel Fund for Prospective PIs/PDs

Research and Creative Activity Support
- Summer Faculty Grants
- Purdue Fort Wayne Grant-in-Aid of Research or Creative Activity

Other Opportunities
- Outstanding Research Award

See Internal Funding Opportunities web page for links to all programs and specific details.
Undergraduate Research Support

- Undergraduate Summer Research Support
- Undergraduate Conference Travel

Specific program details found through links on Student Research & Creative Endeavor web page.
Annual Student Research and Creative Endeavor Symposium
Applied Research – Office of Engagement

Human Research Protection Program (IRB)

Helmke Library
OFFICE OF ACADEMIC AFFAIRS
INSTITUTE FOR RESEARCH, SCHOLARSHIP, AND CREATIVE ENDEAVORS
The goal of the Institute is to support Purdue University Fort Wayne tenure-track, tenured faculty, and students with internal funding opportunities, such as research grants and travel funds and to “bridge” faculty, undergraduate and graduate students with the community by sharing our research via publications and community events.
INTERNAL FUNDING OPPORTUNITIES

Faculty Grants

- One Semester Course Release
  - Department receives funds to hire a LTL to teach your course
- Community Engagement
- Collaborative Research

Note - Faculty who receive Institute grants are required to publish in the *Purdue FW Investigations* undergraduate journal or *Purdue FW Connect* AND present their research to the public at *Purdue FW Sponsorship Day* at Science Central or as a Portal Fellow at Science Central.
INTERNAL FUNDING OPPORTUNITIES

Faculty and Graduate Student Travel Funds

- Faculty/Graduate Student Travel Fund to Support Research, Scholarship, or Creative Activity
- Faculty Travel Grant for Presenting Research, Scholarship, or Creative Activity at a Domestic or International Conference
- Graduate Student Travel Grant for Presenting Research, Scholarship, or Creative Activity at a Domestic or International Conference
Investigations online undergraduate journal

Investigations is a refereed, open access journal dedicated to the publication and dissemination of research, scholarship, and creative endeavor by our students and faculty mentors.

Investigations publications include:

- Refereed contributions based on research, scholarship, and creative endeavor conducted by Purdue Fort Wayne students.
- Scholarship about student research, mentorship, and best practices by the faculty who work with our published authors.
Investigations online undergraduate journal continues...

- *Investigations* online research journal publishes student research, scholarship, and creative endeavor from all fields and disciplines offered on our campus.
- We also publish articles by faculty on mentoring, student research, best practices, and related topics.
- We invite faculty to share their research by publishing in *Investigations*.
Bridging with the Community

**Connect Community Magazine**

- Faculty Share Knowledge, Experience, and Expertise
- *Connect* supports intellectual, social, economic, and cultural experiences that contribute to the growth of our students and the enrichment of northeast Indiana
- We invite faculty to share their research by publishing in *Connect*
Bridging with the Community

High School Research Intern Program (HSRI)

- New in Fall, 2017
- Competitive research opportunity for rising high school juniors and seniors to engage in a research project under faculty mentors
- Last year several students worked with faculty mentors in Biology, Chemistry, Computer Science, Engineering, Linguistics, Physics, and Spanish
Bridging with the Community

100th Anniversary of the Anthony Wayne Boy Scouts

- October, 2017
- Our faculty and students were asked to host this special three day event on our campus
- Camporee and Scout-O-Rama
  - Hands-on activities with Faculty and Students in every college and school
- The Institute funded consumables for handed-on research and creative endeavor activities
Portal to the Public

- Faculty Fellows are chosen to represent their college or school
- Faculty Fellows receive a stipend for participating in the training sessions at Science Central (Downtown Fort Wayne)
- Last event - November 18, 2017
- A national program hosted by Science Central that helps connect public audiences with current science in their own communities
- The Science Central Portal to the Public program helps make the connection through direct interactions with local researchers and experts
- Science Central initiated the multi-year program via numerous grants received from the Portal to the Public Network (PoPNet), funded by the National Science Foundation (NSF)
Bridging with the Community

Portal to the Public continued…

- The Portal to the Public approach is a tested strategy for connecting public audiences with the scientists working in their communities.
- Portal to the Public activities can build and strengthen long-term relationships among regional STEM-focused institutions.
- Our university became a PoP member in 2015.
  - Fellows – faculty from every college/school and graduate students participated.
Bridging with the Community

Purdue University Fort Wayne Sponsorship Day

- A partnership between Science Central and Purdue Institute faculty and students
- One primary goal of the Institute is to expand community understanding and appreciate the work being done by university faculty and their students
- Last event - February 17, 2018
- at Science Central (Downtown Fort Wayne)
Bridging with the Community

Purdue University Fort Wayne Sponsorship Day continued....

- This past spring was our third year where faculty and students provided hands-on demonstrations and shared their research with the community.

- “Purdue Fort Wayne Science Central Sponsorship Day is a great way for the university to partner with Science Central to engage the northeast Indiana community in science-related activities, broaden the community’s understanding of science, and foster a lifetime love of curiosity-driven inquiry, as well as a way to learn more about their local university and the world-class research being done in their own back yard by their children, friends, and neighbors.” Shannon Bischoff, PhD
National/International Conference/Symposium Support

- The Institute will provide up to $10,000 to sponsor an event on campus each year
- 2017 MAICS
- 2018 Project Ploughshares
  - The Canadian Council of Churches that works with governments, churches, and civil societies to advance policies and actions to prevent war and armed violence
  - Project Ploughshares is the Canadian organization of ICAN (International Campaign to Abolish Nuclear Weapons)
  - Setsuko Thurlow, a member of Project Ploughshares and the ICAN Executive Director both received the 2017 Nobel Peace Prize
  - 10/22/18 evening presentation at Rhinehart, 10/23 lunch panel (WB G21) and evening documentary and panel on Setsuko Thurlow at the Cinema Center downtown, 10/24 presentation and dinner at the First Pres Church downtown
- 2019 Hosting presenters from the United Nations (more details to follow)
New! We will be “ramping up” student and faculty research support with several new faculty initiatives including:

- **Collective Impact Grants**
  - Began in Fall, 2017
  - **Stanford Model**
  - Several faculty groups and their students are at various phases of the grant phase working with the community
  - Beginning in Fall, 2018

- **IDEAS Center Faculty Fellow Grants**
  - Research and Creative Endeavors space for faculty and their students
  - Deans Macklin and Zoghi are leading the new Center (located in the first floor of the Helmke Library)
  - More details to follow
New this year!

- **Book Launches**
  - **October, 2018**
    - Sherrie Steiner, PhD, Assistant Professor of Sociology
    - *Book - Moral Pressure for Responsible Globalization*
    - Co-sponsored with the Project Ploughshares events at Rhinehart, Walb Student Union, and in the community (Cinema Center and First Pres Church)
  - **February, 2019**
    - Mary Ann Cain, PhD, Professor of English and Linguistics
    - *Book - South Side Venus: The Legacy of Margaret Burroughs*
    - Ian Rolland Gallery
New this year!

- **Student Research Hub**
  - The Institute was asked to be the source for identifying undergraduate and graduate research resources
  - See the Institute homepage for a link to the new Institute Student Research webpage. The student webpage includes a university organizational chart to guide students and their faculty mentors toward research funding support. The website also includes a list of research support off campus

- **Grant Proposal Writing Support**
  - Contact Shannon Bischoff
    - Multiple NSF recipient
    - Reviewer for NSF
Institute Website

https://www.pfw.edu/irsc/
# INSTITUTE FOR RESEARCH, SCHOLARSHIP, AND CREATIVE ENDEAVORS

## IRSC Steering Committee
- Shannon Bischoff | COAS
- Connie Kracher | COAS
- Student Research Director | TBA

## 2018-19 Institute Advisory Committee
- Karol Dehr | COAS
- Max Fowler | ETCS
- Suzanne LaVere | COAS
- Andres Montenegro | VPA
- Jan Papiernik | DSB
- Rachel Rayburn | CPS
- Sarah Sandman | COAS
- Abe Schwab | IRB
- Scott Vitz | ITS
- Kim Wagner | Office of the Chancellor
Institute for Research Contacts

Shannon Bischoff, PhD
Institute Co-Director
Department of English and Linguistics
bischofs@pfw.edu

Connie Kracher, PhD
Institute Co-Director
Department of Biology
kracher@pfw.edu

Tina Gasnarez
IRSC and OSP Program Assistant
gasntm02@pfw.edu

Suzanne LaVere, PhD
Executive Editor, Investigations
Undergraduate Journal
Department of History
laveres@pfw.edu

Sarah Sandman, PhD
Executive Editor, Connect
Community Magazine and Social Media
Department of English and Linguistics
sandmans@pfw.edu

Student Research Director
TBA

Justin Hull
Post Award Manager/Business Manager
hullj@pfw.edu

General Mailbox: IRSC@pfw.edu
SUMMER FACULTY GRANTS
The Office of Academic Affairs offers two summer research grant programs:

- **Summer Faculty Grants** (SFG)
- **Senior Summer Faculty Grants** (Senior SFG)

All SFGs reviewed by the Professional Development Subcommittee (PDS) of the Fort Wayne Senate.

- Andrew Downs, PDS
Eligibility:

**Summer Research Grants**
- Untenured assistant or associate professor; tenured assistant or associate professor having received tenure no more than three years prior to summer of 2019.
- Must hold field-appropriate terminal degree at the time of application.
- Faculty with 12-month appointments are not eligible.
- Preference will be given to those applicants who have not previously received a Summer Faculty Grant.

**Senior Faculty Summer Research Grants**
- Tenured faculty members who received tenure five years or more prior to the summer in which the grant will be awarded.
- Faculty with 12-month appointments are not eligible.
- Preference will be given to those applicants who have not previously received a Summer Faculty Grant, or have not recently received a Summer Faculty Grant.

**No cap on the number of grants that can be received**
SUMMER FACULTY GRANTS

- Competitive

- Expect 25 – 40 proposals

- Typically 8 – 10 proposals funded; includes both SFG and Senior SFG

- PDS may recommend fewer proposals for funding
SUMMER FACULTY GRANTS

- $8,000 taxable summer stipend

- Requires 40 consecutive working days (eight weeks) between end of spring semester and beginning of fall semester

- Teaching is not permitted during the grant period
Proposal Content

- Write for the lay audience; educated non-specialists
- Lively writing style
- Correct grammar and spelling
- Avoid jargon; if not possible, define at first use
- Define scientific terms; reviewers are not necessarily experts in your discipline
Proposal Content

- Write in relation to the evaluation criteria used by PDS

- Place the proposed project within the context of your discipline; provide background of ideas and relevance

- Why is this important? What is the significance?

- Convey how this project fits into your overall research plan

- Pictures in application only if they help explain proposed project better than words
Additional Considerations

- Submit compliance approvals at the time of SFG application
  - Awards not paid until all compliance approvals in place

- Utilize availability of previously funded proposals

- Agreement as part of application
  - Not following through can jeopardize future funding

- Change in project requires prior approval; rarely granted
Process

- Online application available on [OSP website within Internal Funding Opportunities as Summer Faculty Grants](#)

- Late submissions not accepted by the electronic system
  - Chair approvals must be submitted prior to deadline

- PDS evaluates, ranks, and recommends to VCAA

- Notification to applicants no later than end of Fall semester

- Upon request, PDS will provide a brief written evaluation of your proposal
Q & A