Research Development Services

Funding Opportunities:
- Funding Resources Newsletter: A monthly compilation of funding opportunities from state, federal, and private funding agencies
  - View on web: http://www.research.ucsb.edu/resources/funding_opportunities.shtml
  - To subscribe: http://listserv.ucsb.edu/lsv-cgi-bin/wa?SUBED1=frall-l&A=1
- COS Campus Subscription: http://www.cos.com
  - COS Funding Opportunities consists of over 400,000 individual funding opportunities across all disciplines.
  - COS Funding Alert sends subscribers a weekly e-mail with a customized list of funding opportunities based on your keywords and other criteria.

Proposal Development Consultation:
- Individual meetings with all new faculty
- Review of faculty research proposals: Our Proposal Development Team is composed of individuals with PhDs in Science, Engineering and Social Science who have successful track records in writing funding proposals. We will review of drafts of proposals and offer strategic suggestions to refine or further develop the material.
- Guidance on agencies and foundations, contacting program officers, determining fit
- Assistance with forming multidisciplinary, interdisciplinary, and multi-investigator teams

Workshops:
- OR Orientation to the Office of Research at UCSB
- Program Officer visits
- COS Search Engine Training
- Proposal Writing Basics
- Early Career Awards (NSF CAREER, DOE Early Career, etc.)
- Introduction to Funding Agencies (NSF, NIH, etc)
- Tenure Workshop
- Annual Proposal Writing Retreat for Social Science, Humanities, and Fine Arts faculty

Additional Services:
- Limited Submission Programs: Limited Submission programs restrict the number of applications, nominations, or proposals that an institution is eligible to submit to an agency. Research Development coordinates the campus process to screen preproposals or nominations.
- Requests for specific workshops and program officer visits
- Focus on junior faculty: strategic advice, information, and feedback to assist junior faculty with growing their research program

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Limited Submission Guidelines and Procedures

The University of California, Santa Barbara, requires an internal review and selection process for any funding opportunity that limits the number of applications, nominations, or proposals that an institution is eligible to submit to an agency. Before applying for an opportunity with limited submission requirements, applicants must follow the campus process to receive approval from the Office of Research to submit on behalf of UC Santa Barbara.

Announcement of Opportunities
Research Development in the Office of Research announces the majority of limited submission programs and coordinates the campus selection process. Opportunities are identified through invitations, funding databases, and past opportunities. If you become aware of a funding opportunity with limited submission requirements that is not listed, please contact funding@research.ucsb.edu immediately.

Announcements that include detailed information about the opportunity including the internal deadlines and application process are e-mailed to the appropriate deans, department chairs, program directors, contract and grant liaisons, and faculty, and are also posted to the Office of Research web site.

Internal deadlines are chosen to allow adequate time for the campus review of applications and to allow sufficient time for the selected applicant to meet the agency deadline. Based on past and anticipated interest in the specific program, the Office of Research may ask for either a notice of intent or a pre-proposal. A notice of intent requires the submission of the names of the PI and any co-PIs, the anticipated administering unit, and a descriptive project title. Requirements for pre-proposals will be outlined in the limited submission announcement. All notices of intent or pre-proposals are due to funding@research.ucsb.edu by 5 p.m. on the deadline date unless otherwise specified.

Review Process
The Office of Research will determine if a campus competition is warranted based on the number of applications received by the deadline and the agency guidelines. Participants will be notified no later than two business days following the internal deadline about the need for a campus review, including the full list of applications (investigators and project title) that will be participating in the campus competition.

In most cases, if the number of participants does not exceed the number of allowable submissions no internal review will be necessary. However, if the agency requires cost-sharing or other large commitments from the university, the submission will need approval from the appropriate senior administrators.

If the Office of Research receives more potential submissions than the campus is authorized to submit, a campus review will be developed. If a pre-proposal was not initially requested, the Office of Research will request the appropriate materials from the applicants and set a deadline.
The Director of Research Development convenes an ad hoc faculty committee with the expertise necessary to conduct a fair and thorough review. Considering the diversity of applications submitted during a typical limited submission, it is unfeasible to convene a panel where each member is an expert capable of evaluating all proposals in a given pool. Therefore, chairs of departments from which an application was submitted will be asked to nominate a faculty reviewer for the campus review. In this way, the review panel should be composed of individuals each capable of evaluating the research merits of at least one application, although all review members will weigh in on presentation, clarity, adherence to proposal preparation instructions, and alignment with agency guidelines.

The committee identifies the application(s) with the best chance of success in the overall external competition by evaluating:

- Responsiveness to the program guidelines and review criteria
- Intellectual merit of the proposed project
- Relevance to the University’s research objectives
- Appropriateness of the researcher or research team to the proposed project
- Presentation of the project

The committee makes a recommendation regarding an applicant(s) to the relevant Deans and the Vice Chancellor for Research who will, in consultation, select an applicant(s) to move forward to the agency. All applicants and their deans will be notified of the results and provided with a summary of the review comments if appropriate.

In special cases where the agency program guidelines require a large institutional commitment or coordination, the review panel may either be initially composed of senior administrators or the selection process will incorporate a second layer of review by senior administrators.

**Candidate Responsibilities**

Once selected, the applicant has the responsibility to submit a timely application, barring serious, extenuating circumstances. Should a candidate wish to decline a nomination, the Director of Research Development must be notified within three business days of selection notification.

**Past Competitions**

Some programs may still be open for agency submissions if fewer than the eligible number of preliminary proposals were received and the sponsor's deadline has not passed. Approval to apply to the sponsoring agency may be granted on a first-come, first-served basis. Contact funding@research.ucsb.edu if you are interested in submitting to a competition with available slots.

**Cost-sharing**

Unless specifically mentioned in the campus announcement, cost-sharing (mandatory or voluntary) commitments are not required at the internal proposal stage and should not be sought until the applicant has received approval from the Office of Research to submit an application to the funding agency.
Find the Right Funding
with COS Funding Opportunities and Alerts

WHAT IS COS?
COS is a powerful search database provided by Proquest.

COS Funding Opportunities consists of 25,000 records representing over 400,000 individual funding opportunities from numerous sponsors across all disciplines. Users can search by keyword, residency requirements, activity location, deadline and more. All data is verified with the sponsor and updated daily.

COS Funding Alert is a personalized electronic notification service of funding information. Subscribers receive a weekly e-mail with a customized list of funding opportunities based on previously specified criteria provided by the individual COS members. COS Funding Alert is drawn from COS Funding Opportunities.

CREATE AN ACCOUNT
To get started, you must set up a free COS account at http://www.cos.com/login/join.shtml. Access is restricted to the UCSB campus, so you must be using a computer on campus or be connected to the UCSB proxy server or VPN. Once you have an account, you can log in from anywhere.

When creating your account, you must provide the e-mail where you want to receive the alerts, your full name, your school/unit, department, title, and choose a username and password.

Some UCSB users may have an existing account from when we originally subscribed to the COS service. The system will find any duplicate accounts when you sign up and allow you to retrieve your existing username and password.

PERFORM A SEARCH
After creating an account or when logging in, you will be redirected to your personal workbench. This is where you manage your profile and track your saved searches and funding records.

You can save searches from the results of any COS search including the basic search, the advanced search, or the Search Wizard. To get to the main search page, click on the Search COS Funding Opportunities tab or direct your browser to http://fundingopps.cos.com/. You can also choose Add A Search from your workbench to go directly to the advanced search page.

COS offers many search options to customize search results to your interests. For more detailed information about the advanced search options, visit the Office of Research website: http://www.research.ucsb.edu/resources/fundingalerts.shtml.

CREATE AN ALERT
When you are satisfied with your search results, you can save the search to receive weekly e-mail updates when COS has new or updated opportunities that match your criteria. From any search results page, click on Save Search. A window will pop up. Enter a descriptive title for your search and choose Yes to the e-mail alert. Click Save This Search when you are ready.

To review your saved searches and funding alerts, close the pop-up window and click on the Workbench Home tab to return to your Workbench. Here you will see your Saved Searches and have the ability to run them, edit them, delete them, or share them with colleagues. You can also change your alert options or view archives of your alert e-mails. You can create an unlimited number of funding alerts based on Saved Funding Searches. COS will send any new results to you in a single e-mail each week.

OTHER OPTIONS
IRIS (http://www.library.illinois.edu/iris/) is a funding database we subscribe to maintained by the University of Illinois. The database contains over 9,000 active funding opportunities in the sciences, social sciences, arts, and humanities. The alert service enables students, staff, and researchers to create their own search profiles and delivers the search results automatically via e-mail.

Grants.gov (http://www.grants.gov/) is a centralized, searchable clearing-house for grant programs from the 26 federal grant-making agencies. They also provide various e-mail alert options for new and modified grant opportunities.

Most federal agencies, including the National Science Foundation and the National Institutes of Health, also offer e-mail alert services for their funding programs.

QUESTIONS?
Contact Whitney Winn, Research Development Analyst, at winn@research.ucsb.edu or ext. 8891 about any COS questions.

You may also contact Meredith Murr, Director of Research Development at murr@research.ucsb.edu or ext. 3925 or Barbara Walker, Director of Research Development for the Social Sciences at blewalker@isber.ucsb.edu or ext. 3576 for other research questions.

For an online tutorial, visit the Office of Research website: http://www.research.ucsb.edu/resources/fundingalerts.shtml
COS also offers various training webinars, both live and recorded: http://www.refworks-cos.com/training/