



STAR COURSE 1

February 10, 2021

OVERVIEW CONTRACT & GRANT ADMINISTRATION

George Hopwood, Associate Director, Sponsored Projects

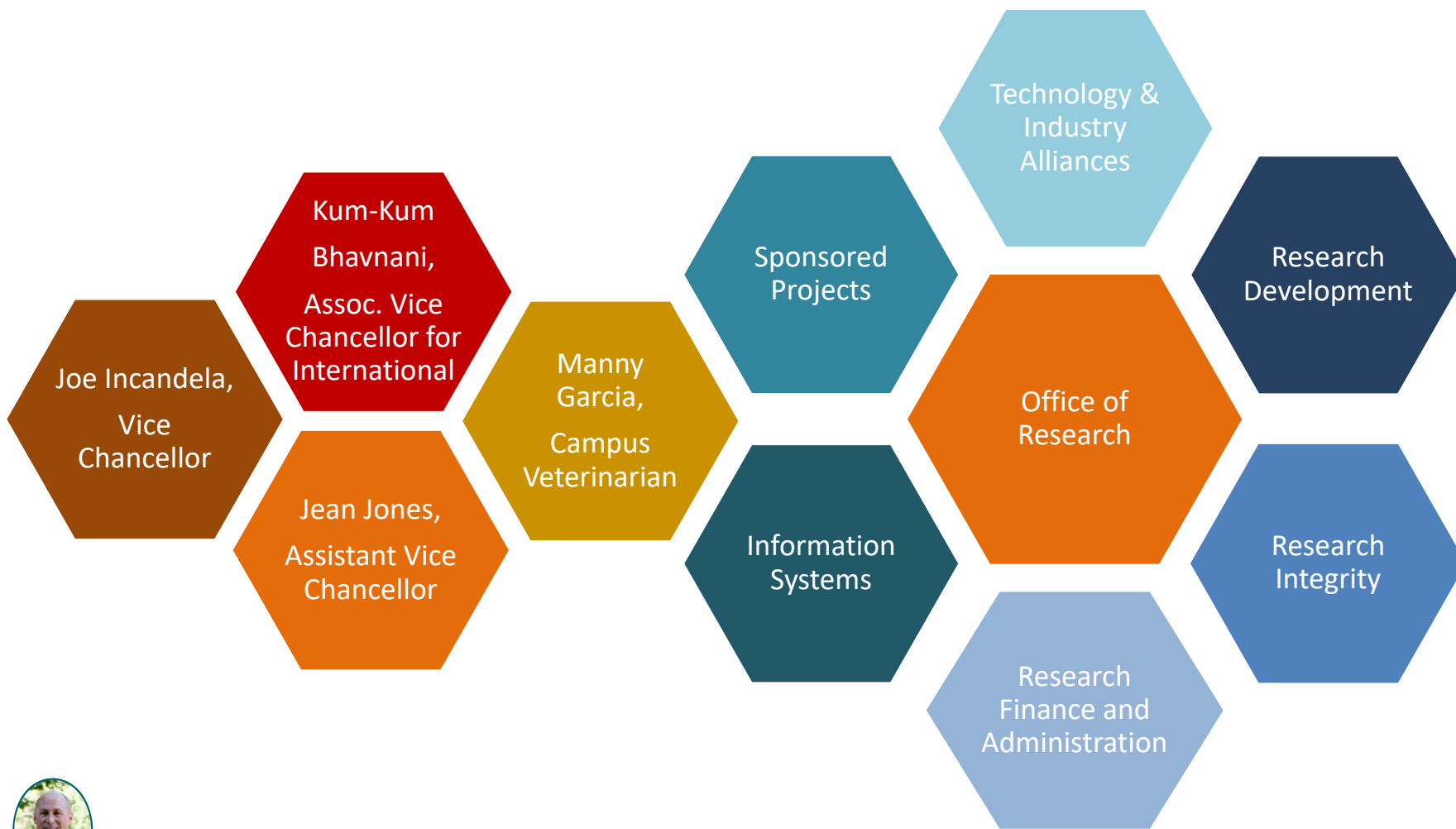
Andrea Stith, Associate Director, Research Development



George Hopwood
Associate Director
Sponsored Projects



Andrea Stith
Director of Research
Development for Science
and Engineering



Office of Research

STAR Program

Sponsored Projects Training for Administrators in Research



For course descriptions and schedules please visit:
<https://www.research.ucsb.edu/star-class>



Office of Research

UC **SANTA BARBARA**

2021 STAR Program Schedule

1. Overview of C&G Administration
2. Cost Principles and Cost Accounting Standards (CAS)
3. Proposal Budget Preparation
4. Introduction to Proposal Submission
5. Business Contracts and Subawards
6. Negotiation & Acceptance of Awards & Gifts
7. Financial Management
8. Post-Award Administration
9. Research Administration & Compliance I
10. Research Compliance II
11. Working with Industry & Intellectual Property



Getting and Using a Certificate

- Getting a Certificate
- 11 required courses
- Coursework must be completed within 2 years from the date you begin the course series.



Advantages of getting a Certificate

- Obtain solid baseline knowledge in major areas of contract and grant administration
- Enhance performance in existing position
- Attractive to potential employer for promotional opportunities in an ever growing field
- Because it looks good on your office wall!



Contract & Grant Listserv (CGLink)

The CGLINK Group is a Google group with all the conveniences of a Google group including viewing all conversations and threads over time, viewing list of members, and setting membership settings.

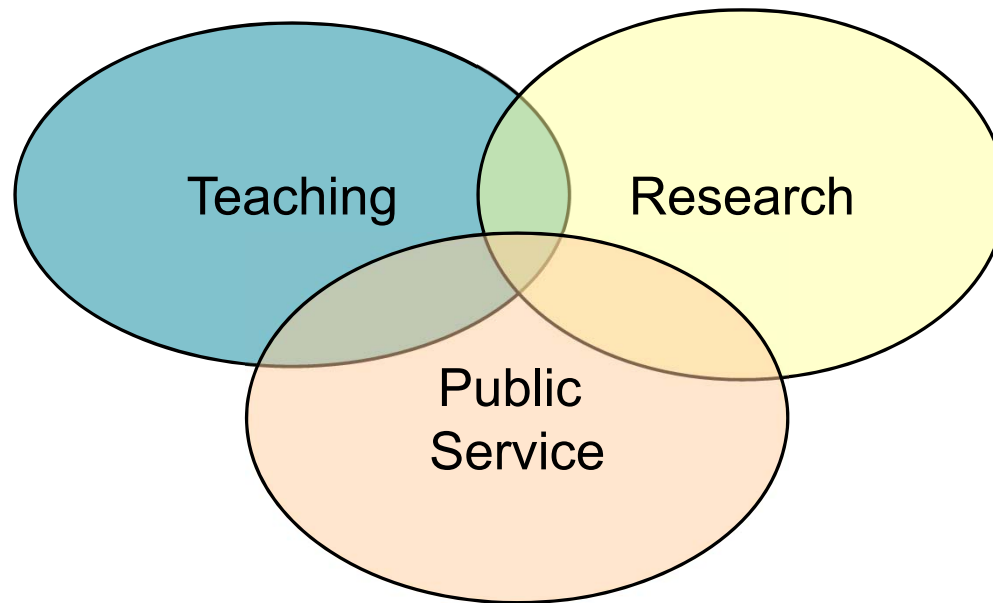
To join the group and for Additional information about the listserv, go to on the following webpage:

<https://www.research.ucsb.edu/cglink-signup>



The UCSB Office of Research Mission

The Office of Research supports UC Santa Barbara's status as a top-tier research institution and helps catalyze our rich culture of research, innovation and collaboration.



Teaching

- our students are full participants in an educational journey of discovery that stimulates **independent thought, critical reasoning, and creativity**. Our academic community of faculty, students, and staff is characterized by a culture of **interdisciplinary collaboration** that is responsive to the needs of our **multicultural and global society**.

Public Service

- K-12 Outreach & College Preparation
- Faculty, staff, and students volunteer their public service in the community
- Contributions to the economic development of the SB/Goleta community
- Public lectures & symposia
- Performing arts
- Libraries, museums, & galleries
- Public tours & natural reserves
- Recreation and Sporting events

Research

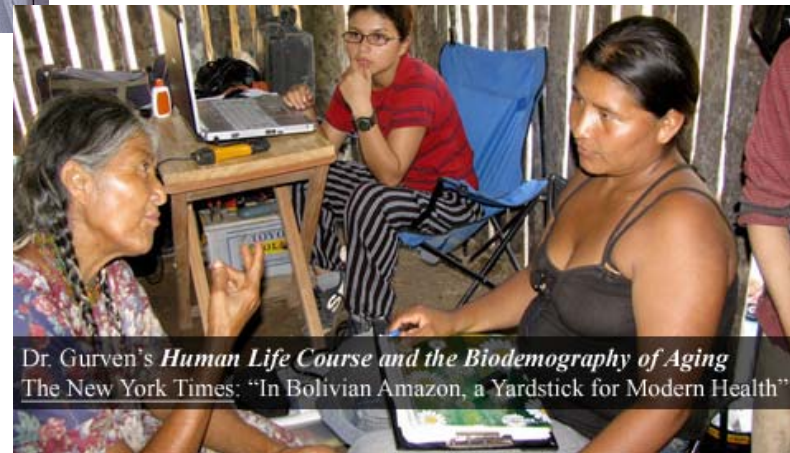
- Expand fundamental knowledge of human nature, society, and the natural world
- Ensure the integrity of research
- Integrate research with educational and service missions of UCSB
- Communicate the quality, breadth, and significance of UCSB research



Office of Research

UC **SANTA BARBARA**

Research at UCSB



Office of Research

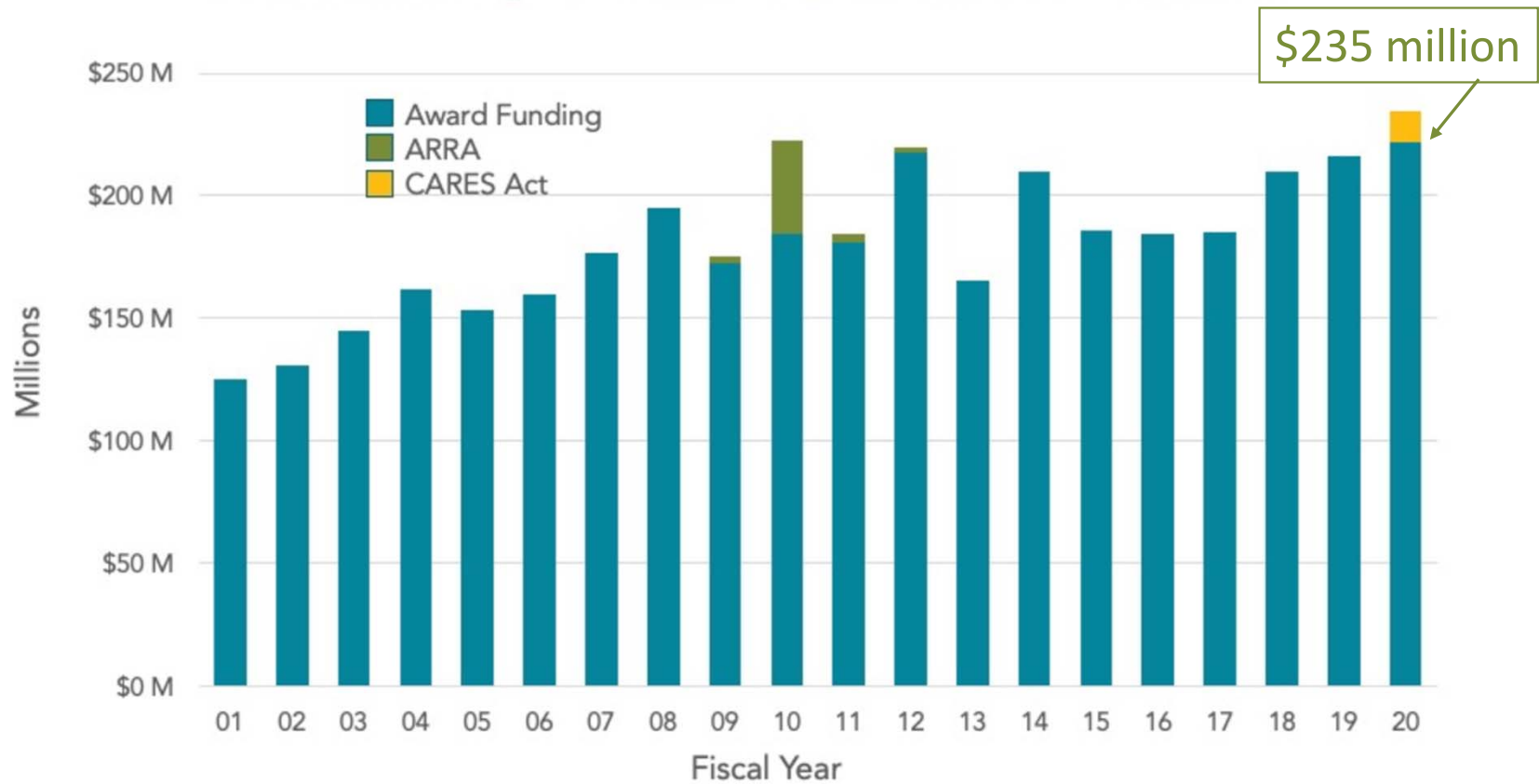
UC SANTA BARBARA

Who Pays for the Research We Do at UCSB?

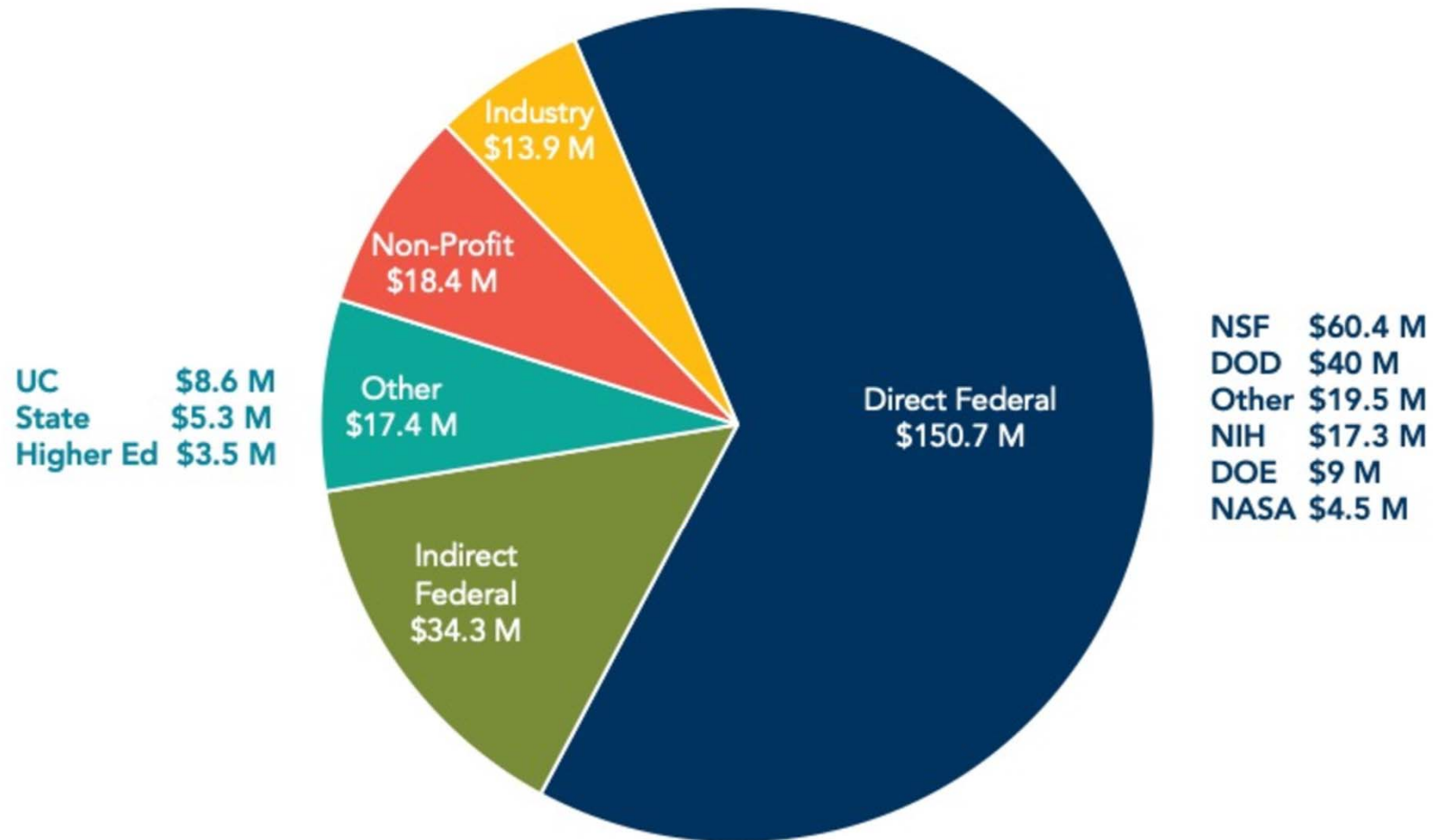
- Extramural Funding
 - Contracts, grants, cooperative agreements
 - Federal
 - State and local governments
 - Industry
 - Non-profit
- Intramural Funding
 - Academic Senate grants
 - UCOP funding
 - Start-up packages for faculty
- Development
 - Gifts (cash or in-kind)



Awards by Fiscal Year 2001 - 2020



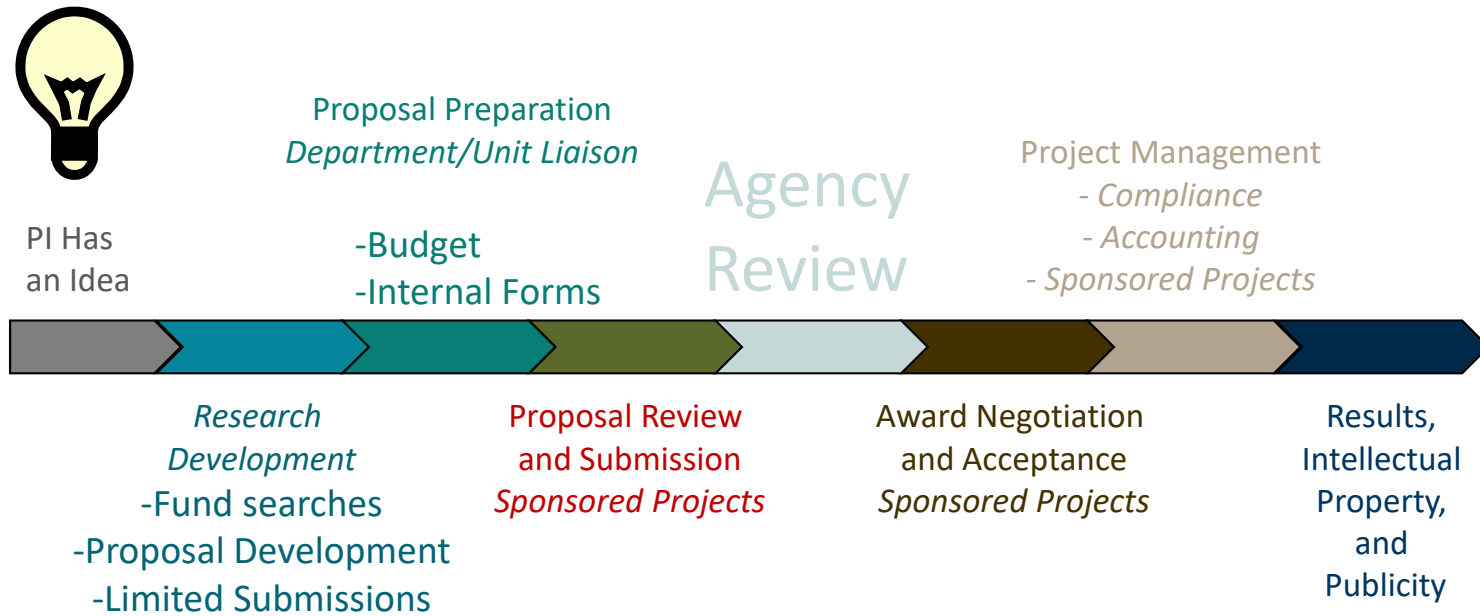
\$234.7M Total Research Funding



Office of Research

UC SANTA BARBARA

Proposal Lifecycle



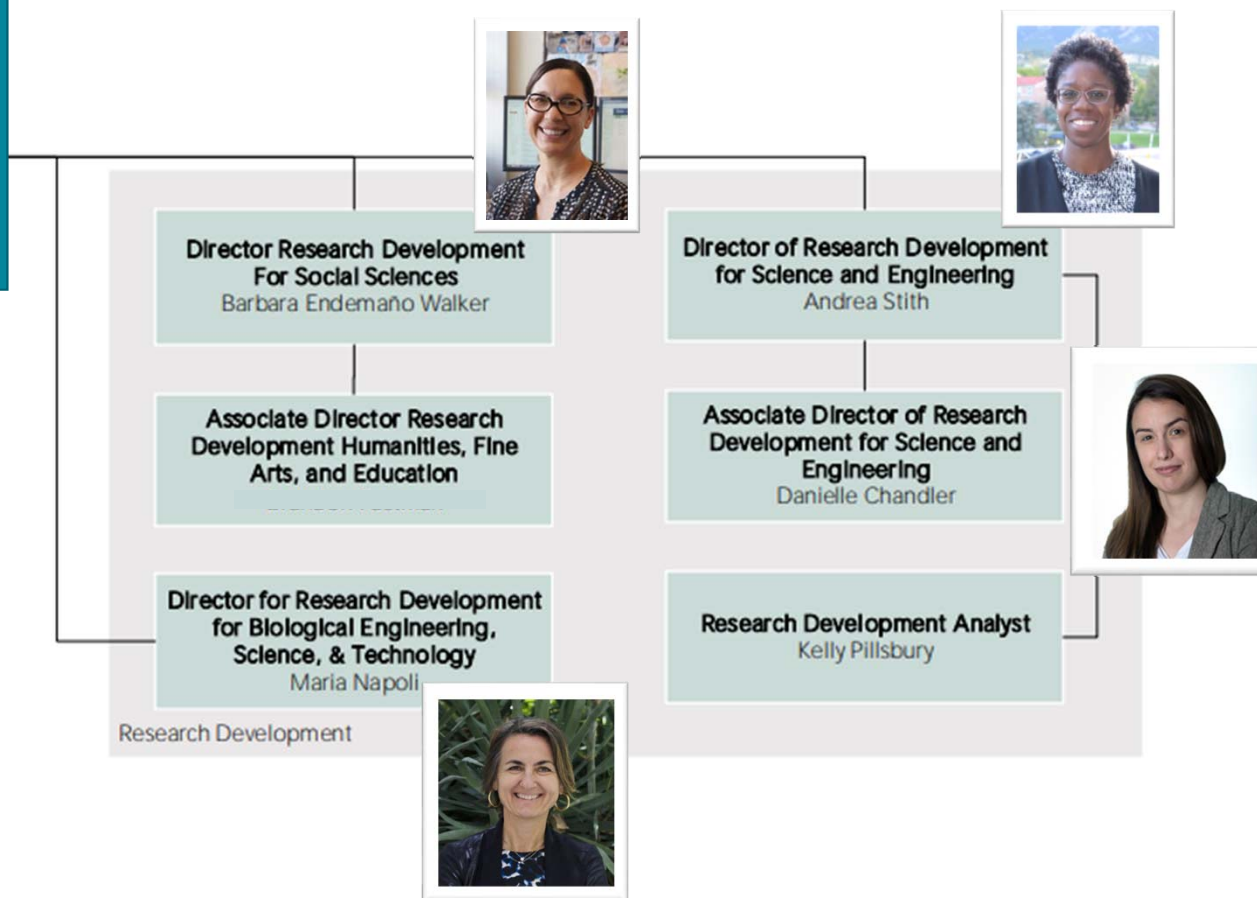
Office of Research

UC SANTA BARBARA

UCSB Research Development Team

**Joseph Incandela,
Vice Chancellor**

**Jean Jones,
Assistant Vice
Chancellor**



Research Development Overview

- ***Mission:*** To strengthen research programs and proposals to make them more competitive for extramural contracts and grants from federal and state agencies, and grant-making foundations that fund research
- ***Target Audiences:*** All campus researchers with an emphasis on Junior Faculty and Multidisciplinary/Multi-investigator Proposals
- ***Activities:***
 - Funding Searches
 - Proposal Preparation and Review
 - Faculty Mentoring
 - Limited Submissions
 - Workshops, Trainings, Sponsor Visits
 - Publicizing UCSB Research



Proposal Review

Research Development

- Content
- Strategy
- Research Design
- Formatting
- Fit with agency priorities
- Clarity and readability

Sponsored Projects

- Regents' representative
- Compliance-Based Review
- Assures that University, state and federal policies and campus procedures are followed
- As time allows: Confirms sponsor proposal guidelines are followed
 - Formatting
 - Required sections
 - Required content



Office of Research



Sponsored Projects

Sponsored Projects

- Organized by “Teams” of one Officer and one Analyst.
- Each “Team” assigned to specific set of departments
- Separate Subawards Officer to handle all outgoing subawards



The Partners and Their Roles & Responsibilities

Programmatic/ Research	Administrative/ Contractual	
Principal Investigator	Sponsored Projects Officer	University
Department Liaison	Sponsored Projects Analyst	
Scientific/ Program Officer	Contract/Grants Officer/Specialist	Sponsor



The Partners (University)

- Principal Investigator
 - Programmatic and financial design of proposal
 - Conducts project in compliance with relevant UC and sponsor policies - Ultimately Responsible for all Aspects: Technical, Fiscal and Administrative
 - Responsibility for all compliance aspects of projects – including human and animal subjects, export control, conflict of interest, etc.
- Submitting Unit (Dept. Liaison)
 - Assists PI in proposal preparation
 - Assists PI in financial and administrative management of award
- Department Head (Chair/Director)
 - Reviews and verifies for appropriateness and resource commitment



Office of Research

The Partners (University)

- Sponsored Projects Officers & Analysts – Office of Research
 - Reviews proposals for consistency with UC and sponsor policy and submits on behalf of Regents
 - Negotiates and executes award instrument and assists with award administration



Office of Research

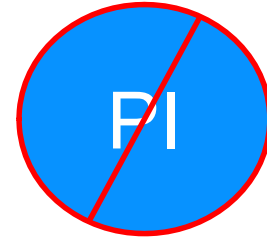
The Partners (Sponsor)

- Scientific/Program Officer
 - Receives and coordinates review of proposal
 - Determines if proposal will be funded
- Contract/Grant Officer/Specialist
 - Negotiates & executes award on behalf of sponsor
 - Assists with award administration
 - Is the University's contact within sponsoring agencies
 - Is the sponsor's "Authorized Official"



Individuals Delegated to Sign on Behalf of the Regents

- Chancellor
- Vice Chancellor, Research
- Assistant Vice Chancellor, Research
- Director, Sponsored Projects
- Associate Director, Sponsored Projects
- Sponsored Projects Officers
- Sponsored Projects Analysts-limited authority



Office of Research

Principal Investigator (PI) Discussions with Sponsors

- The PI may have informal discussions with the sponsors prior to putting together a proposal for the purpose of determining whether the preparation of a formal proposal is warranted.
- The PI has no authority to agree to the terms of a contract or grant, or to modify the terms of a contract or grant.



Types of External Funding



What is the Difference?

Grant

- Financial Assistance
- PI's idea and scope of work (unsolicited)
- Peer-reviewed
- Technical Report



Office of Research

Contract

- Purchase of Services
- Agency's idea and scope of work (solicited)
- Project design and low bid
- Deliverables (report or database or item)

What is the Difference? cont...

Grant:

- Generally 1 year of time and 1 year of \$ (with option for “out-years”)
- Few terms and conditions
- Cost-reimbursement

Contract:

- Generally full amount of time awarded up front or incrementally funded
- More stringent terms and conditions
- Cost-reimbursement or fixed price



What is the Difference? cont...

Gifts:

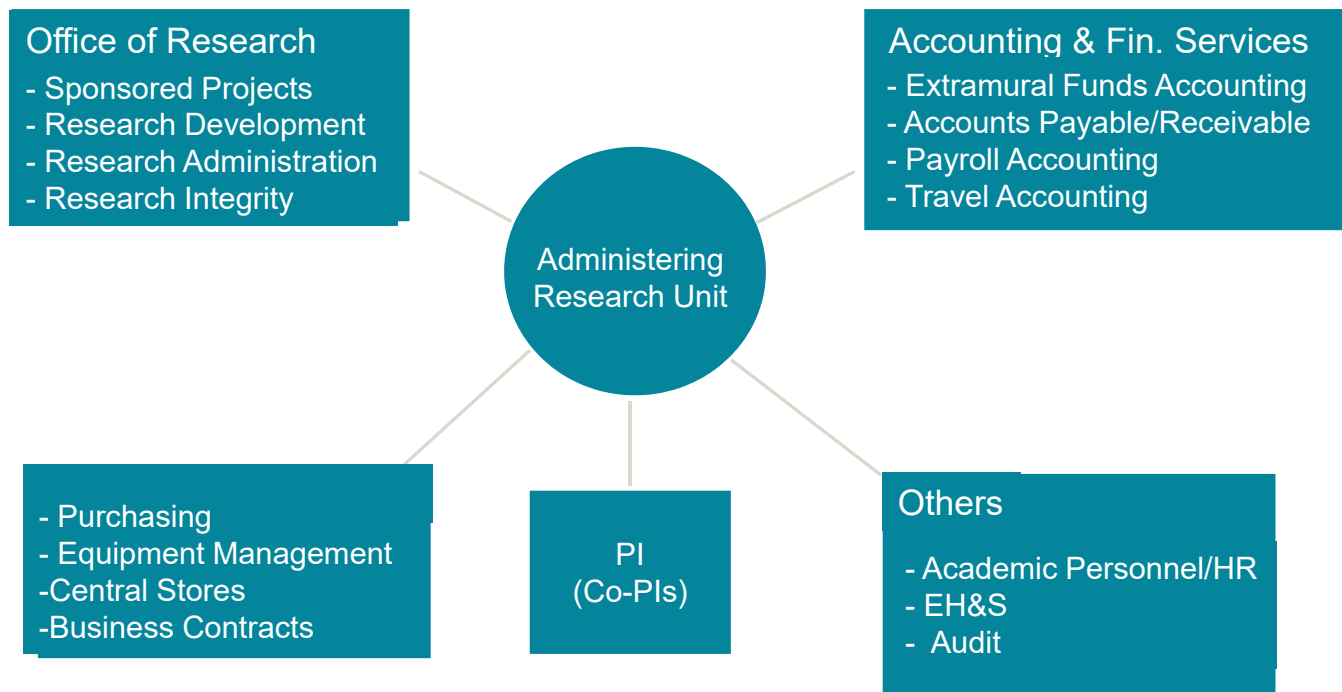
- No end date
- No IP rights, no indemnification
- Irrevocable
- No obligations to sponsor (Courtesy technical report OK, but cannot be a requirement)

Grants/Contracts:

- End date
- Revocable
- Terms and conditions (e.g., technical or financial report)

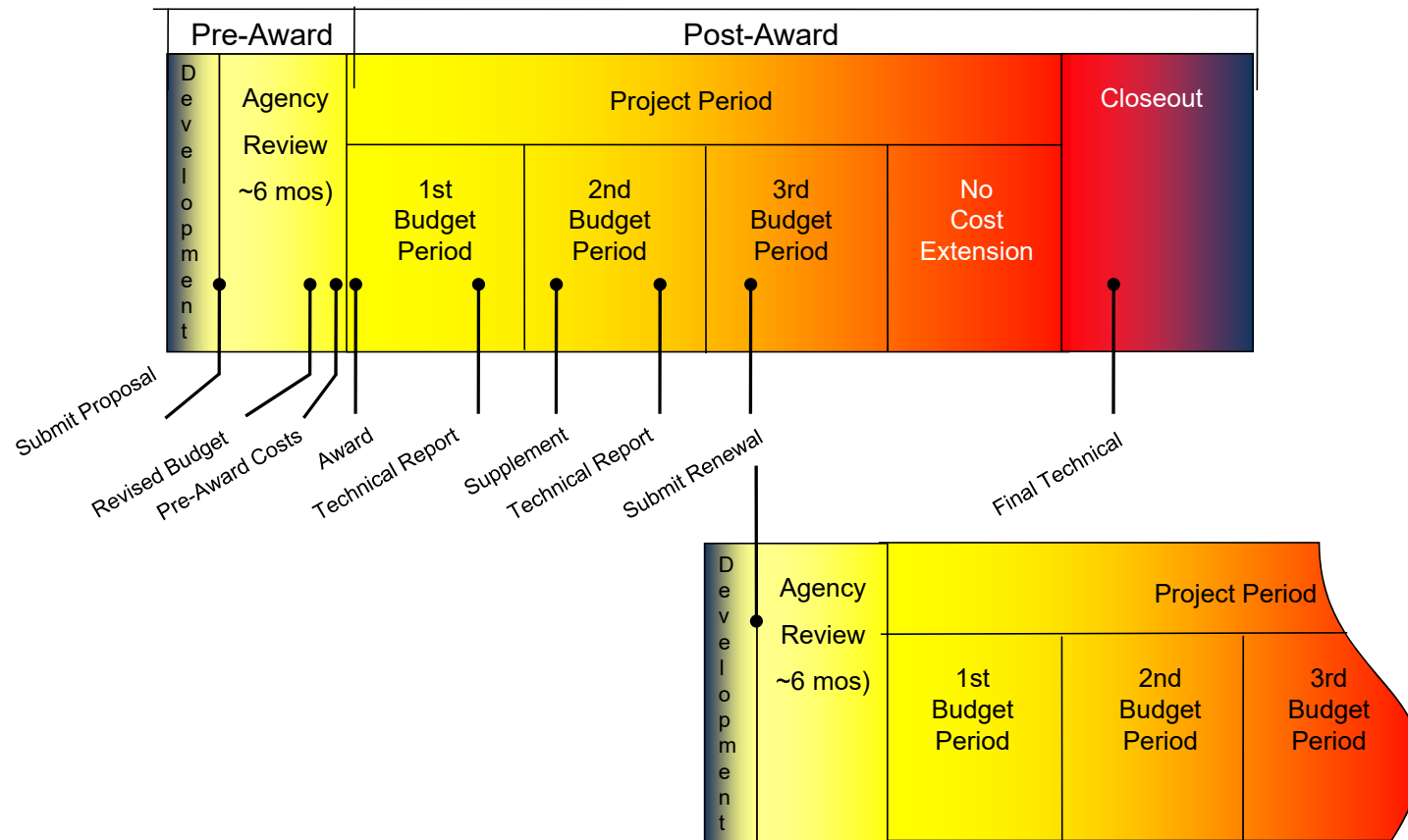


Campus Interactions

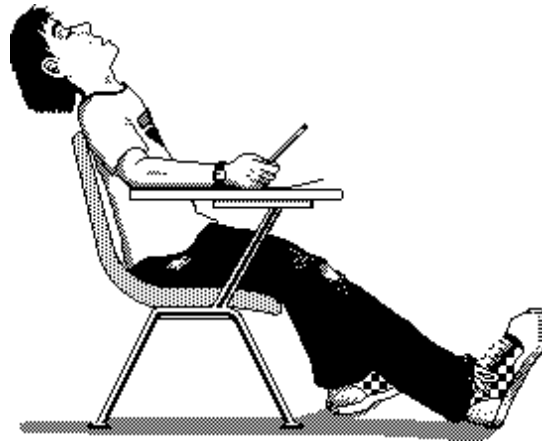


Office of Research

Lifecycle of a Proposal/Award



Take 5





Research Development

Types of Proposal Development Assistance

- Strategic advice on the best funding fit for researchers
 - Information about funding agencies, specific funding opportunities, review processes, and program officers
- Proposal review and editing
 - Individual PIs
 - Proposal writing workshops and seminar series
 - Overall proposal content, research design, formatting
 - Strategy, clarity, refining the message
 - Multi-Investigator proposals
 - Team-building
 - Coordination for proposal preparation: sections, supporting material, editing for consistency among multiple authors
 - Red Team reviews




Office of Research Website

University of California, Santa Barbara

UC SANTA BARBARA
Office of Research

About Research Development Sponsored Projects Research Integrity Institutes & Centers Project Lifecycle



COVID-19 Information for UC Santa Barbara researchers
[Special Notice Concerning Foreign Involvement Disclosure Requirements](#)

The Office of Research supports UC Santa Barbara's status as a top-tier research institution and helps catalyze our rich culture of research, innovation and collaboration.

At a Glance
Research facts and figures

90+ startups	Ranked 6th	1 of 65 members of the Association of American Universities
-----------------	---------------	---

Links to:

- General Office Information
- ★ Research Development
- ★ Sponsored Projects
- Research Integrity
- Institutes and Centers
- Project Lifecycle

<https://www.research.ucsb.edu/>



Office of Research

UC SANTA BARBARA


Sponsored Projects Office (SPO)

University of California, Santa Barbara

GIVE QUICK LINKS Q

UC SANTA BARBARA
Office of Research

About Research Development Sponsored Projects Research Integrity Institutes & Centers Project Lifecycle



[Office of Research](#) / [Sponsored Projects](#) / [Overview](#)

Sponsored Projects

The Sponsored Projects Office (SPO) assists faculty and professional research staff in their efforts to secure and ensure proper stewardship of external funding. This office is responsible for the effective and timely handling of faculty research proposals, specifically for preparing, interpreting, negotiating, and accepting agreements on behalf of the Regents for projects funded by federal and state agencies, foundations, and other public and private sources.

Sponsored Projects teams, consisting of an officer (lead) and an analyst, are assigned to each UCSB department and unit that administers contracts and grants. See the [Sponsored Projects team assignments](#).

Links to:

- SPO Overview
- ORBiT Database
- Electronic Research Administration
- Award Administration
- Subawards
- Foreign Involvement Disclosure Requirements
- Contract and Grant Liaison Resources
- Sponsored Projects Teams



Office of Research

UC SANTA BARBARA


Research Development

University of California, Santa Barbara

GIVE QUICK LINKS Q

UC SANTA BARBARA
Office of Research

About Research Development Sponsored Projects Research Integrity Institutes & Centers Project Lifecycle



[Office of Research](#) / [Research Development](#) / [Overview](#)

Research Development

Working with faculty to creatively and effectively secure extramural funding from early career fellowships to large center grants, our team ensures that our campus is a vibrant, competitive, cutting-edge research community. We support faculty throughout the lifecycle of their academic careers, offering educational workshops and seminars, providing one-on-one proposal development consultations, organizing strategic initiatives, liaising with funders, and connecting researchers across disciplines.

Services Offered	
<ul style="list-style-type: none">• Proposal Review• Proposal Resources• Funding Search Tools• Red Team Reviews• Strategic Planning for Major Initiatives• Center Proposal Support	<ul style="list-style-type: none">• Faculty Consultations• Collaboration Toolkit• Sample Proposals• Funding Database Training• Monthly Newsletters• Workshops



Office of Research

Links to:

- RD Overview
- Finding Funding
- Limited Submissions
- Resources
- Workshops and Events
- Announcements
- Newsletters

Sign up!

UC SANTA BARBARA

Funding Resources Newsletter

- Published monthly
 - Contact Kelly Pillsbury
 - <https://www.research.ucsb.edu/research-development/newsletters>
- Includes:
 - Contact Information
 - Campus and Agency News
 - Program Announcements
 - Recently Funded Proposals
 - Deadlines Calendar
- Distributed monthly using Emma



Office of Research



UC SANTA BARBARA

Find Funding

Whether you need help finding funding for a new project or navigating a federal agency, we are here to help. Research Development provides resources for targeted funding searches and offers guidance on interacting with funders including foundations, corporations, or public agencies.

Search Tools



Pivot Funding Opportunities Database

Pivot provides a comprehensive database of funding opportunities worldwide and across all disciplines, as well as a flexible portfolio of tools to support research collaborations. Individual users can perform funding searches, create their own weekly email funding alert, save lists of funding opportunities, search for potential research colleagues on- or off-campus and match profiles to funding opportunities. Pivot is available to any UCSB faculty, staff, or students with an @ucsb.edu email address.

Contact [Kelly Pillsbury](#) for more information.

[Sign Up](#)

[Curated Funding Lists](#)


[Additional Funding Links](#)



Pivot Funding Database pivot.cos.com

Specialized trainings - Contact Kelly Pillsbury, pillsbury@research.ucsb.edu

UCSB

Funding opportunities
powered by 

40 Announcements

Andrea Stith

HELP

Home

Funding

Profiles

Papers Invited

Funding

NSF

Search Funding Results

Your Search: (NSF)

Advanced Search Save Search Refine Search

Recently added

Last 7 days: 5

Submission type

Limited Submission: 36

Other internal coordin...: 2

Top funding types

Research: 324

Program or Curriculum ...: 112

Collaboration or Coope...: 47

Meeting or Conference ...: 47

Training or Scholarshi...: 37

Top sponsor types

Federal, U.S.: 342

Professional Society o...: 17

Private Foundation: 16

Other Nonprofit: 14

National Government, N...: 10

Top applicant types

Academic Institution: 332

Nonprofit: 285

Government: 223

Commercial: 211

Small Business: 183

☐ 408 Results Sort

☐ Dear Colleague Letter: Special Guidelines for Submitting Collaborative Proposals under National Science Foundation (NSF) and US-Israel Binational Science Foundation (BSF) Collaborative Research Opportunities

National Science Foundation (NSF)

US-Israel Binational Science Foundation (BSF)

Continuous

Full Proposal

Confirmed

see record

☐ Office of Cross-Cutting Activities in Materials Research

National Science Foundation (NSF)

Directorate for Mathematical and Physical Sciences (MPS)

Division of Materials Research (DMR)

Continuous

Full Proposal

Confirmed

see record

☐ NSF-NIST Interaction in Basic and Applied Scientific Research in BIO, ENG & MPS (NSF-NIST)

National Science Foundation (NSF)

Directorate for Mathematical and Physical Sciences (MPS)

Division of Materials Research (DMR)

Continuous

Request for Fu...

Confirmed

\$25,000 USD

☐ Dear Colleague Letter: Scalable Cyberinfrastructure to Accelerate Data-Driven Science and Engineering Research

National Science Foundation (NSF)

20 Jun 2019

Full Proposal

Anticipated

\$1,500,000 USD

☐ Dear Colleague Letter: Integrated NSF Support Promoting Interdisciplinary Research and Education (INSPIRE)

National Science Foundation (NSF)

Continuous

Full Proposal

Confirmed

\$1,000,000 USD

☐ Awards to Stimulate and Support Undergraduate Research Experiences (ASSURE)

United States Department of Defense (DOD)

Department of the Air Force (USAF)

Air Force Office of Scientific Research (AFOSR)

26 May 2019

Full Proposal

Anticipated

see record



Office of Research

UC SANTA BARBARA

Limited Submissions

UC SANTA BARBARA
Office of Research

About Research Development Sponsored Projects Research Integrity Institutes & Centers Project Lifecycle

Limited Submissions

Current Limited Submission Funding Opportunities

> [Go to Current Limited Submissions](#)

Limited Submission Guidelines and Procedures

Limited submissions are funding opportunities where the sponsor restricts the number of applications or proposals a campus can submit to the agency. The guidelines for these programs require institutions to screen pre-proposals or nominations to determine which applications will be submitted for competition.

PI Responsibilities

Faculty are responsible for conducting their own funding searches, tracking the limited submission opportunities that they are interested in, and notifying Research Development if they identify a limited submission opportunity that has not been listed on the [UCSB Internal Funding & Limited Submission Competitions](#) page. If you need guidance for how to do a funding search or a question about limited submission opportunities, please contact funding@research.ucsb.edu.

Once a faculty member is selected to apply for a specific limited submission opportunity, they have the responsibility to submit to that program by the designated deadline and to work with the appropriate administrative units within the University to prepare the best possible proposal. Once selected, the applicant has the responsibility to submit a timely application, barring serious, extenuating circumstances. Should a candidate need to decline a selection, Research Development must be notified via

Limited Submission Google Calendar

UCSB Limited Submissions	
Today	Sunday, February 7
Monday, February 8	
USDA EGP (campus deadline)	
Tuesday, February 9	
Packard (campus deadline)	
Wednesday, February 10	
NSF HSI (sponsor deadline)	
Thursday, February 11	
NEA Grants for Arts Projects (sponsor deadli	
Monday, February 15	
12:00am Presidents' Day	
Tuesday, February 16	
NSF QuIC-TAQS (campus deadline)	



Office of Research

InfoReady –Limited Submission System

UC SANTA BARBARA

[Log In](#)
[Help](#)

[HOME](#) [CALENDAR](#)

Office of Research Internal Opportunities and Competitions



Competition Space

Welcome to UCSB's Competition Space, a centralized management system for limited submission programs, competitions, and other Office of Research internal opportunities.

Current limited submissions are listed below. The due date refers to the internal competition deadline.

Search:

Title	Due Date	Category	Award Cycle
		All	All
Johnson & Johnson Women in STEM2D Scholars Program (WiSTEM2D Scholars Program)	08/19/2019	Call for Letters of Intent	Open Until Filled (some spots available)
Moore Inventor Fellows Program	10/01/2019	Call for Letters of Intent	Open
NSF Advancing Informal STEM Learning (AISL) 17-573	08/29/2019	Call for Letters of Intent	Open Until Filled
Elizabeth Munsterberg Kopplitz Child Psychology Graduate Student Fellowship	10/03/2019	Graduate Student Opportunity	Open
NSF Increasing the Participation and Advancement of Women in Academic Science and Engineering Careers (ADVANCE) 19-552	03/19/2019	Limited Submission	Closed
[HHMI] Inclusive Excellence Initiative (IE3) (Converted)	05/24/2019	Limited Submission (FY20)	Closed
Andrew W. Mellon Foundation New Directions Fellowship	07/29/2019	Limited Submission (FY20)	Closed
Bridges to the Baccalaureate Research Training Program (T34) PAR-19-299	07/18/2019	Limited Submission (FY20)	Open Until Filled

Additional Information and Resources

Limited Submissions

[See the full limited submission guidelines and procedures](#)

For questions regarding Limited Submissions or to alert Research Development of a limited submission, please contact Kelly Pillsbury at funding@research.ucsb.edu

Award Cycles

Open: The competition is open and accepting applications.

Closed: The internal deadline for applications and internal pre-proposals has passed. Applications are **not** being accepted.

Open Until Filled: The internal deadline has passed, but there were no submissions. Proposals will be accepted on a first-come basis.

Bookmark this site:

<https://ucsb.infoready4.com/>

Tell your PIs: please add your expected administrative unit, as they will be notified too!

If you have questions, contact Kelly Pillsbury.



Office of Research

UC SANTA BARBARA

Workshops

- Finding Funding
- Proposal Writing
- Program Officer Visits
- Specific Funding Opportunities
 - NSF CAREER
 - Grant Writing 101
 - Sloan Fellowships



Office of Research

<https://www.research.ucsb.edu/research-development/events>



Date: Thursday, June 17th
Time: 8:30 am - 4:30 pm
Location: the Upham Hotel, downtown SB

2010 Call for Applications

Application Deadline: Friday, April 2, 2010, 5:00 p.m.

Purpose: This day-long retreat is designed for faculty members who have written a proposal and who plan to submit for review in the summer and fall 2010 submission period. The retreat will provide a systematic and detailed understanding of the grant writing process, mini-workshops on specific sections of a proposal, and extensive review of participants' proposals by a panel of scholars. The retreat will help faculty members revise their proposals.



NSF CAREER BROWN BAG DISCUSSION WITH RECENT Awardees

Thursday, April 29
noon-1:30 p.m.
2318 Marine Science Building

Please bring your lunch. Light refreshments will be provided.

RSVP by Friday, April 23 to Whitney Wims at funding@research.ucsb.edu

Attention: all junior faculty members who have received recent UCSB awards are invited to this discussion.

Jennifer Earl
Shelly Gable
Christopher
Todd Oakley
Evelyn
Baron Peters, Assistant
Scott Shell, Assistant
Liming Zhang

Along with a grant proposal, provide a brief addressing both the research and the frequently asked questions. Projects proposed submit receive copies of the



Please join NSF Program Directors
Michael Gorman
and
Frederick Kronz
for a discussion of the
Directorate for Social, Behavioral, and Economic Sciences
with an emphasis on the
Program for Science, Technology, and Society

Wednesday, May 5
11 a.m. to 12:30 p.m.
North Hall Pellish Room 2206

Sponsored by the Office of Research

Demystifying Budgets

How to Design a Budget for your Research Proposal

Wednesday, May 5, 2010
3:00 - 4:30 pm
McCune Conference Room, 6th Floor, HSSB

The discussion will be focused on research in **humanities, fine arts, and the social sciences**. This workshop is for faculty, lecturers, researchers, and post-docs who need guidance in preparing a budget for research grants.

Topics will include budget categories and what is allowable in each, sub-awards, insurance issues, budget justifications, and how to work with your ORU and the Office of Research as you prepare and spend your budget.

Refreshments will be provided!

Please confirm your attendance to Patrice Summers at x. 5021 or summers@isber.ucsb.edu to ensure that we have adequate materials. For more information contact Barbara Walker, Director of Research Development for the Social Sciences, Humanities, and Fine Arts at x. 3576 or walker@research.ucsb.edu



UC SANTA BARBARA

RD Campus Collaborations

- Within OR (Sponsored Projects, Compliance, TIA, ORUs, Departments)
- Development - Janice Hartoch Taylor, Director of Foundation Relations
- Public Affairs
- Campus Deans – GGSE, L&S (MLPS, SS, HFA), CoE, Bren, GradDiv
- Government Relations





- Developing your proposal
- Submitting your proposal
- Managing your award
- Protecting your research

**Researcher's
TOOLBOX**

RESEARCH SEMINARS

[View all events](#) | [Submit an event](#)

- Sep 09 - 10 AM
PSTAT - Luca Capriotti "Real Time Risk M...
- Sep 09 - 12:30 PM
BMSE - Kevin P. Francis "Non-invasive Mo...
- Sep 10 - 10 AM
PSTAT - Luca Capriotti "Real Time Risk M...
- Sep 10 - 6:30 PM
MRL - "Our Material World: From Healthy ...
- Oct 08 - 1 PM
UC Santa Barbara's Year of Light Symposi...



ABOUT

- › Mission
- › Vice Chancellor for Research
- › Office of Research Staff
- › ORU Administration
- › Research Centers and Units
- › Academic Departments [🔗](#)
- › Annual Research Statistics
- › Monthly Contract & Grant Awards

RESEARCH DEVELOPMENT

- › Find Funding
- › Proposal Development Resources
- › Special NSF/NIH Proposal Requirements
- › Limited Submissions Programs
- › Multidisciplinary Partnering
- › Faculty Consultations
- › Workshops and Events

SPONSORED PROJECTS

- › Proposal Preparation
- › ORBIT Database
- › Electronic Research Administration
- › Award Administration
- › Subawards
- › Contract & Grant Liaison Resources

OFFICE OF RESEARCH WORKSHOPS & CLASSES

- Sep 09 - 10 AM
PSTAT - Luca Capriotti "Real Time Risk M...
- Sep 09 - 12:30 PM
BMSE - Kevin P. Francis "Non-invasive Mo...
- Sep 10 - 10 AM
PSTAT - Luca Capriotti "Real Time Risk M...

RESEARCH INTEGRITY

- › Animal Subjects
- › Conflict of Interest
- › Export Control
- › Human Subjects
- › Research Misconduct
- › Responsible Conduct of Research
- › Stem Cell Research

FORMS & POLICIES

- TOP HITS**
- › [OMB New Uniform Guidance](#)
- › Occupational Health and Safety Animal Job Exposure Form [📄](#)
- › Disclosure of Financial Interest (800-U) [📄](#)
- › UC Cash Project Contribution Request Form [📄](#)
- › Browse all forms
- › Browse all policies

SHARED INSTRUMENTATION

Discover UCSB shared instrumentation available on campus

GLOBALENGAGEMENT @UCSB

[Learn how to engage with our campus](#)

FOR STUDENTS

Information on research resources for undergraduates, graduates, and post-docs.

- › Undergraduate Students
- › Graduate Students
- › Postdoctoral Scholars

AFFILIATED OFFICES

- › Technology & Industry Alliances [🔗](#)
- › Corporate Affiliates Program [🔗](#)

- Developing Your Proposal
- Submitting Your Proposal
- Managing Your Award
- Protecting Your Research

RESEARCHER'S TOOLBOX

Developing your Proposal	
Conceptualize research idea	+
Identify collaborators	+
Identify potential sponsors	+
Check for Limited Submission restrictions	+
Decide which department/research unit will process your proposal	+
CONTACT YOUR LIAISON	+
Review agency guidelines	+
Start the subaward process	+
Set up online access accounts	+
Contact program officers	+
CHECK IN WITH YOUR LIAISON	+
Institution Project Contribution (or Cost Sharing)	+
Discuss project with appropriate chairs, directors, and deans	+
Identify regulatory and campus compliance requirements and complete necessary forms	+
Work with department liaison to develop budget	+
Write proposal	+
Review your proposal	+
Finalize subawards	+
Finalize Budgets	+

Submitting your Proposal	
Work with department liaison to submit proposal package for Sponsored Projects approval	+
Agency review	+

Managing your Award	
Congratulations! Your proposal was successful!	
Pre-Award Spending	+
Negotiating the Award	+
Subawards	+
Requests for No Cost Extensions	+



UC **SANTA BARBARA**
Office of Research

About

Research Development

Sponsored Projects

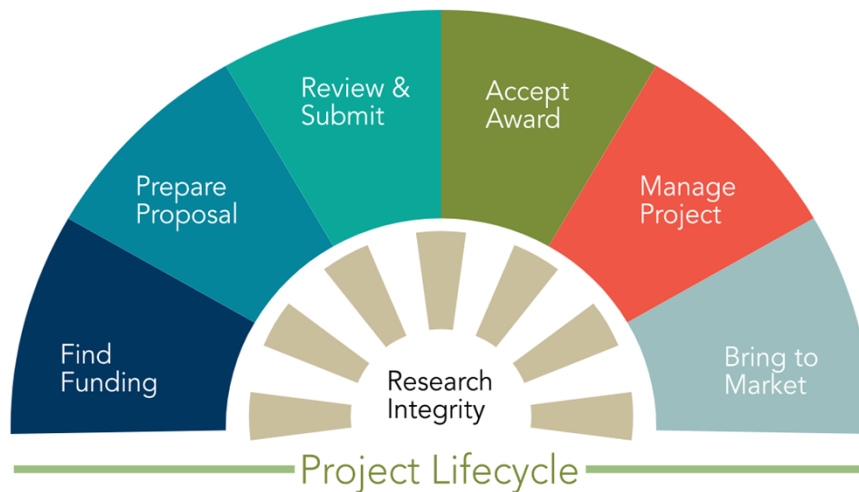
Research Integrity

Institutes & Centers

Project Lifecycle

[Office of Research](#) / Project Lifecycle

Project Lifecycle



Whether you're applying for, managing, or closing out an award, or looking to commercialize your invention, we've got you covered with the most up-to-date and accurate information.



Office of Research

<https://www.research.ucsb.edu/project-lifecycle>

UC **SANTA BARBARA**

Institutional Information

University of California, Santa Barbara

GIVEQUICK LINKS Q

UC SANTA BARBARA

Office of Research

About

Research Development

Sponsored Projects

Research Integrity

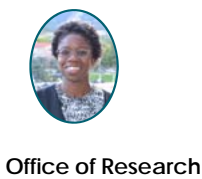
Institutes & Centers

Project Lifecycle

Institutional Information

This page contains common institutional data required by sponsors and needed for proposals.

The Legal Name of the University	The Regents of the University of California
The Name of Our Campus	University of California, Santa Barbara
The Street Address (also for deliveries)	Office of Research University of California 3227 Cheadle Hall, 3rd floor Santa Barbara, CA 93106-2050
The Type of Performing Organization	1862 - Land Grant University (est. by US Dept of Ag)
Congressional District	24th



<https://www.research.ucsb.edu/institutional-information>

UC SANTA BARBARA

STATISTICS

46 FACILITIES

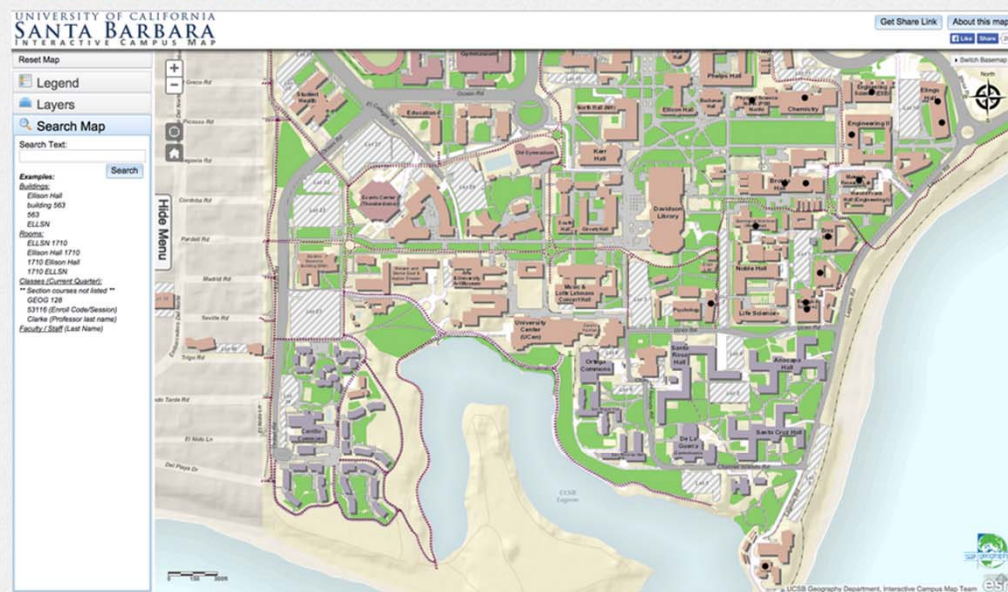
292 INSTRUMENTS

RECENTLY ADDED INSTRUMENTS

- TCSPC time-resolved photoluminescence
- Circular Dichroism Spectrometer



UCSB FACILITIES NETWORK



Copyright © The Regents of the University of California, All Rights Reserved.
UC Santa Barbara, Santa Barbara, CA 93106



Office of Research

<http://www.sharedinstrumentation.ucsb.edu/>

UC SANTA BARBARA

Guidelines on the International Agreement Development Process

GlobalEngagement@UCSB is available to facilitate agreements between UC Santa Barbara and universities/institutions abroad. GlobalEngagement@UCSB facilitates the drafting of agreements, including memorandum of understanding (MOUs), while ensuring they adhere to guidelines developed by relevant campus offices. The campus requires that agreements specify a UC Santa Barbara faculty member who will be responsible for the negotiation, drafting of the agreement and administering projects, programs and exchanges developed through the partnership. Below you will find step-by-step information on the agreement development process.

1. If there is no agreement in place that may support the proposed collaboration, review the guidelines below and complete the [Questionnaire](#).

MOU and/or COLLABORATION QUESTIONNAIRE

The Office of Research (OR) and the Office of the EVC are charged with reviewing proposed collaborations to ensure compliance with University policy and procedures. The first step is for you, the faculty member initiating the collaboration, to complete this form. We will use the information you provide on this form to initiate the preparation and approval processes of an MOU and/or Collaboration Agreement.

A MOU or a Collaboration Agreement is for establishing relations between Institutions regarding collaboration of mutual goals. We will only review and approve international agreements where funds are not obligated. Any collaborations involving transfer of funds by one party to another should establish separate agreements in accordance with policies and procedures applicable to the specific transaction, which is outside the scope of GlobalEngagement@UCSB's responsibility.

All of the elements of your collaboration (i.e. who will be involved, what each person will be doing, where and when it will be done, how it will be done, etc.) will ultimately be combined into a MOU or Collaboration Agreement.

PART 1: PARTIES TO THE COLLABORATION

Responsible UCSB Faculty member



Office of Research

Website: <https://globalengagement.ucsb.edu/>

Email: contact@globalengagement.ucsb.edu.

Undergraduate Research

UCSB UNDERGRADUATE EDUCATION / COLLEGE OF LETTERS & SCIENCE

[Home](#) / [General Advising](#) / [Pre-Professional Advising](#) / [Academic Programs](#) / [Honors](#) / [Research Opportunities](#) / [Transfer Students](#) / [International Students](#) / [Forms](#) / [Contact Us](#)

RESEARCH OPPORTUNITIES

Undergraduate research is a signature feature of the UC Santa Barbara experience. Students have the opportunity to initiate their own research projects with faculty mentorship. In addition, over 56% of UCSB undergraduates work with faculty, assisting them on innovative research in the humanities, social sciences, arts, and sciences. As a Minority Serving Institution, UCSB is dedicated to providing undergraduate research experiences that are inclusive of the sociocultural identities and intellectual interests of students from diverse backgrounds.

The Division of Undergraduate Education has 2 programs supporting undergraduate involvement in research: The Faculty Research Assistance Program (FRAP) and the Undergraduate Research & Creative Activities (URCA) grant.



RESEARCH OPPORTUNITIES

Faculty Research Assistance Program (FRAP)

About FRAP	FRAP Directory
FRAP Grant Application	

Undergraduate Research and Creative Activities (URCA) Grant

About the URCA Grant	Proposal Information
Sample Budgets	Proposal Forms
Mini Grant for Conferences	Undergraduate Research & Creative Activities Journal

UCSB Undergraduate Research Colloquium

About the Colloquium	Entry Form
Poster Guidelines	Poster Samples
Photo Gallery	



Office of Research

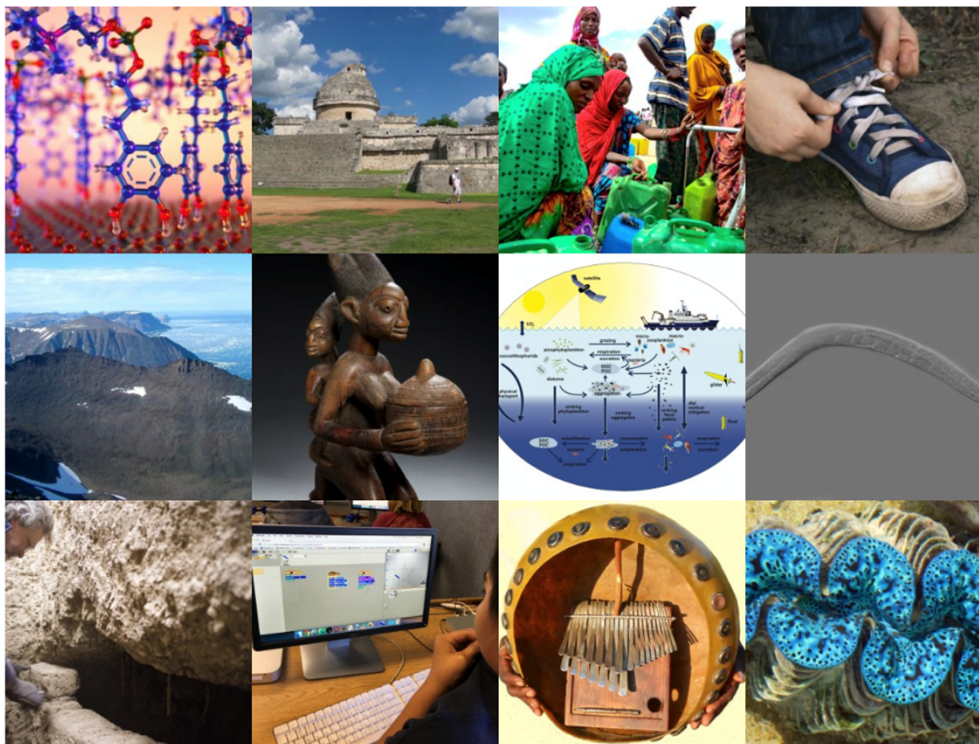
<https://www.duels.ucsb.edu/research>

UC SANTA BARBARA

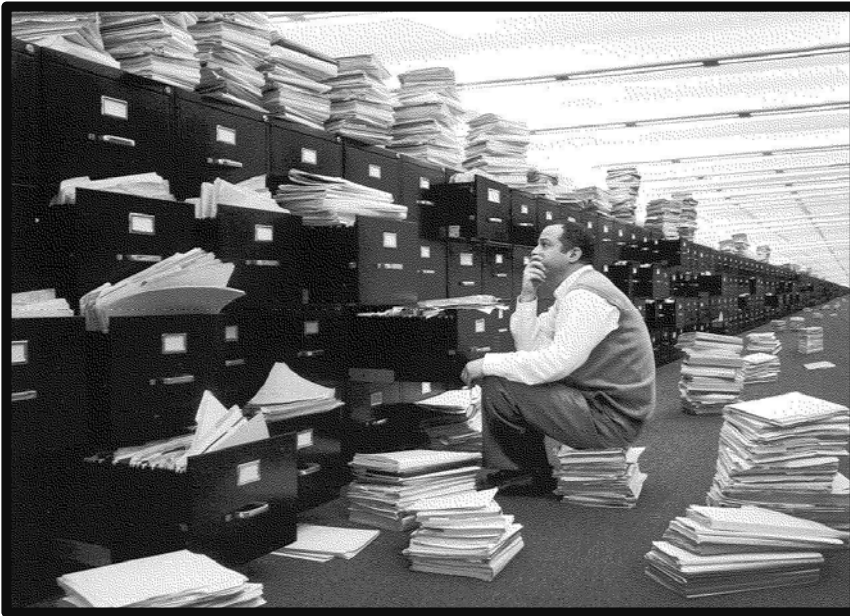
R PROFILES IN RESEARCH

RESEARCH HIGHLIGHTS FROM UC SANTA BARBARA

ARTS / CULTURE & SOCIETY / ECOLOGY & ENVIRONMENT / EDUCATIONAL RESEARCH & TEACHER TRAINING / PHYSICAL
SCIENCES / ENERGY & MATERIALS / HEALTH & BIOLOGY / TECHNOLOGY & ENGINEERING



Come find us!



George Hopwood
3227 Cheadle Hall

hopwood@research.ucsb.edu



Andrea Stith
2712 Ellison Hall

stith@research.ucsb.edu

research.ucsb.edu