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# UIS Grants and Contracts Bulletin

## Summary of FY 03 Activity

Grant and Contract activity in FY03 increased slightly to \$6.9 million (over the FY02 figure of \$6.8 million.) Maintaining this level of funding is particularly notable in light of budget rescissions in state agencies with which UIS partners. UIS submitted 81 applications for funding and received awards for 61 of those projects.

The state of Illinois was once again the top funder for UIS projects, accounting for 86.8% of the total received. Other funding sources included the federal government (1%), local government (.5%), and not-for-profit organizations (11.7%). The most significant change in these figures is the not-for-profits tally, which increased from 2.2% of the FY02 total.

Two units received over \$1 million in funding this fiscal year: Graduate Public Service Internship and the Division of Student Affairs. The Institute for Legal, Administrative and Policy Studies garnered over \$2 million.

Individual awards, as well as a summary of award activity by unit, are listed by project director on the interior pages of this Bulletin.

## FY 04 Activity & Awards

A number of FY 04 proposals have been submitted to date; they will be reported in detail later this fall. In addition, proposals

submitted in FY03 but whose funding decisions have been delayed will also be reported in FY04.

## Changes to G&C Web Page

The following changes have been made to the Grants and Contracts web page over the summer:

### Human Subjects

- Updated protocol form
- Updated examples of cover letters and consent forms
- Process instructions

### Subcontracts

- New boilerplate, to be used for all subcontracts regardless of primary funding source
- New referral form and instructions.

All forms must be accessed from the web page and filled out on the computer. These forms can be saved to your hard drive as Microsoft Word documents. Instructions for filling out the forms are included on the web page. Hard copies are not available, and handwritten forms will not be accepted.

The Grants and Contracts web page is located at [www.uis.edu/grants](http://www.uis.edu/grants). Please call Grants and Contracts at 206-7409 with any questions.

## National Endowment for the Humanities Summer Stipends

The NEH announces competition for its annual summer stipends program. Applicants must be endorsed by their institutions, and the maximum number of nominations from an institution is two. Please contact Grants and Contracts if you are interested in applying for this fellowship. These stipends provide \$5,000 for two consecutive months of full-time, independent study by college and university faculty and other humanists. Guidelines for the program can be found at [www.neh.gov/grants/guidelines/stipends.html](http://www.neh.gov/grants/guidelines/stipends.html). The application deadline is October 1, 2003.

## Illinois Researchers Information Service (IRIS)

IRIS is a comprehensive, web-based search mechanism for sponsored project funding sources. All UIS faculty and staff have access to this service from their office computers. Funding opportunities are updated frequently, and notices can be forwarded to you automatically by signing up for IRIS' Alert Service.

IRIS is continuously adding features and making improvements to existing features. It is located at <http://www.library.uiuc.edu/iris/>

Please contact the Grants and Contracts Office if you need assistance with IRIS or encounter any problems accessing the system.

### **Fringe Benefit and Indirect Cost Rates**

Fringe benefit and indirect cost rates for FY04 are as follows:

The fringe benefit rate is 22.4% of salaries. This rate must be applied to all faculty and staff salaries that appear in grant and contract budgets. Student salaries and wages should be charged .30% for workmen's compensation only.

All proposals to federal agencies should include an indirect cost calculation of 64% of salaries and wages.

Many state agencies and not-for-profit organizations have their own restrictions on indirect cost rates. Please contact the Grants and Contracts Office for assistance in applying the correct rate to your proposal.

### **Review of Services Provided by Grants and Contracts**

The Grants and Contracts Office at the University of Illinois at Springfield resides in the Office of the Provost and Vice Chancellor for Academic Affairs. Grants and Contracts has primary responsibility for:

- Internal approval of proposals submitted to external sponsors
- Implementation of University of Illinois research-related policies, including

- Conflict of Commitment and Interest
- Patents and Copyrights
- Academic Integrity in Research and Publications

- Review of projects involving human subjects in research
- Review of projects involving animal subjects in research

Grants and Contracts provides various services for UIS faculty, staff and students. These services include:

- Identification of external funding sources
- Interpretation of sponsor guidelines and requirements
- Assistance with all stages of proposal development, including budget preparation
- Publication of a quarterly newsletter [Grants and Contracts Bulletin] distributed to the UIS campus
- Maintenance of a homepage, complete with regular updates of funding opportunities, links to relevant information, and downloadable forms
- Presentations on topics such as proposal writing and human subjects in research
- Assistance in finalizing protocols before submission to the Institutional Review Board for Human Subjects in Research

### **Council on Undergraduate Research**

UIS is an institutional member of the Council on Undergraduate Research. The CUR's mission is to support and promote high-quality undergraduate student-faculty collaborative research and scholarship. Social sciences and the humanities research are promoted as well as research in the natural sciences. The CUR hosts national and regional meetings featuring student presentations; offers a variety of publications; and offers grants supporting research. UIS receives a quarterly newsletter that can be circulated to anyone interested. Further information can be found at [www.cur.org](http://www.cur.org). Campus contacts for CUR are Harry Berman (206-7411) and Keenan Dungey (206-7345).

### **Support for Student Research**

The Office of Student Life will once again offer financial support for graduate and undergraduate students conducting research. For more information, contact Student Life at 206-6665.

### **Grant Writing Workshop**

Lincoln Land Community College is hosting a grant-writing workshop August 14-15. The workshop is offered by Grant Writing USA and costs \$289. Grants and Contracts has no prior contact with this organization and can not offer an opinion on the quality of their workshop. For more info visit [grantwritingusa.com/index.html](http://grantwritingusa.com/index.html), or contact Kathy Rittenhouse at 217-935-4412.