

Finding Relevant Solicitations & Keys to Reading Solicitation

Workshop 2

Research and Technology Transfer

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Meet Your Presenters



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Finding Relevant Solicitations

Considerations before you start your search:

- 1. Do you have a clear research idea or creative endeavor?**
 - You cannot target funders without a clear project idea. Have a boiler plate (concept paper) of your research idea or creative endeavor. Be Strategic.
- 2. Are you clear on the type of funding you will need?**
 - Will you be funding students? Do you need supplies, travel or equipment? Where will the dollars go?
- 3. Are your timelines reasonable?**
 - Timelines for applying for funding should be reasonable. Often waiting until the next grant cycle will give you a greater advantage because your proposal will be more researched and refined.
- 4. Have you researched prospecting tools available to you?**
 - A-State partners with Grants Resource Center as a prospecting tool. Alert RTT and/or Advancement when you want to start working on your funding goals.

Finding Relevant Solicitations

Before applying: Understanding the needs of the funders:

- **What are the priority areas of each funder your considering?**
 - Many funders will have clearly defined priority areas. You must focus your proposal on the funder priority areas and not necessarily your own.
- **Does the funder or the solicitation apply for your service/demographic area?**
 - Many times funders will also have priority service/demographic areas or limit funding to certain districts.
- **What is your sponsor's mission?**
 - Align your proposal to their mission and make sure missions match.
- **Research funders who provide funding to institutions like A-State.**
 - Targeting funders who fund institutions in the same classification as A-State can give you an advantage on proposal preparation by reviewing previously funded abstracts.
 - Many funders have tools on their websites to filter grant recipients.

Finding Relevant Solicitations

Where can I find grant opportunities?

- **Grants.gov**

- Grants.gov is the database for most, if not all, Federal grant opportunities. You do not need a login to search through opportunities.
- Provides a comprehensive list of Federal grant-making agencies

- **FederalRegister.gov**

- **Individual Agency Websites**

- Federal grant websites can be found on grants.gov, or you may have already targeted a Federal funder. Sign up for their listservs.

Finding Relevant Solicitations

Where can I find grant opportunities? Cont'd...

- **Grants Resource Center**
 - Paid for by A-State RTT. Faculty have access to sign up for and review opportunities. Username: research@astate.edu, password: RedWolves24
- **Arkansas Specific Grant Funders**
 - Arkansas Department of Finance and Administration:
<https://www.dfa.arkansas.gov/intergovernmental-services/grant-programs/>
 - Individual Agencies: ARDOT, Arkansas Humanities Council, Arkansas Arts Council, Etc.
- **Google Searches**

Reading a Solicitation

What PIs should look for:

- **Funding cycles/Due dates**
- **Eligibility**
 - Required PI expertise and credentials
 - Institutional eligibility (RTT will also check institutional eligibility)
 - Limited Submission? Get with RTT before applying. We must do an internal competition first.
- **Letter of Intent requirements**
 - Some solicitations require a submitted letter of intent before you can apply to a funding opportunity. This could be used as a notice of intent to apply or for invitation only applications.

Reading a Solicitation

What PIs should look for Cont'd:

- **Award ceiling**
 - Max amount of direct and indirect costs (combined, typically) that you can request
- **Allowable and unallowable costs**
 - Funders typically outline any unallowable costs in their solicitations and any modifications to collecting indirect costs
- **Required costs**
 - Some funders required specific costs to be included in your budget such as annual meeting travel or external evaluator costs, cost-sharing requirements

Reading a Solicitation

What PIs should look for Cont'd:

- **Proposal preparation instructions**
 - What are your required proposal sections, forms, and ancillary documents?
 - Typical sections: Project narrative, Abstract/Summary, Budget, Budget justification, Facilities and other resources, current and pending, etc.
 - Pay attention to required fonts, spacing, page limits, margins, file names, and required sub-sections within your narrative
- **Funding priorities**
 - Funders will list their priority areas and you must address these areas within your proposal

Reading a Solicitation

What PIs should look for Cont'd:

- **Merit review criteria**
 - Sometimes budget or narrative requirements can be hidden here
 - Gives you an idea of what reviewers will be looking for and a timeline for when your proposal will be reviewed and scored
- **Program Officer Contact Information**
 - Contact your Program Officer early to build a relationship

Reading a Solicitation

RTT will take care of the following:

- All of the previous plus:
 - Institutional Eligibility
 - Sam.gov requirements
 - SF-424s or other institutional information forms
 - Institutional: letters of support, letters of intent, matching/cost-share waiver letters beyond departmental commitments, or letters stating eligibility
 - Signing up for and inputting proposals into submission portals
 - Facilitating internal approvals
 - Submission of the final proposal



Contact Research and Technology Transfer

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