

Grants 101: The Basics

FHSU Professional Development Day

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What is a grant?

- A sum of money given by an organization, especially a government, for a particular purpose.
- Not “free” money
- Fund research or programs/projects

Benefits of Grants

- Expand opportunities to teach students
- Enhance recruiting and retention
- Support next generation of scholars/researchers
- Tenure and promotion
- External validation by peers

Types of Funding Agencies

Public

- Government: Federal or State
 - Have the most money
 - Easier to find
 - More applicants/competition
 - Low success rate
 - Influenced by political trends
 - Require lengthy proposals

Private

- Foundations and Corporations
 - Less money
 - Harder to find
 - Fewer applicants/less competition
 - Higher success rate
 - Influenced by local needs
 - Less complex and lengthy proposals

Examples

Public



Private



Locating Funding

SPIN

<https://spin.infoedglobal.com/Home/SOLRSearch>
Accessed on campus or through VPN – no login required

GRC

<https://aascu.org/resources-expertise/grc/>
Individual login required

Grants.gov

Accessed anywhere, no password required

Decoding the Program Announcement

PI MOU
NOFO RFP
LOI SOW
RFA



How did you do?

- RFP – Request for Proposal
- NOFO – Notice of Funding Opportunity
- RFA – Request for Application
- LOI – Letter of Intent
- SOW – Statement of Work
- MOU – Memorandum of Understanding
- PI – Principal Investigator

Things to Look For

Eligibility

Deadline

LOI

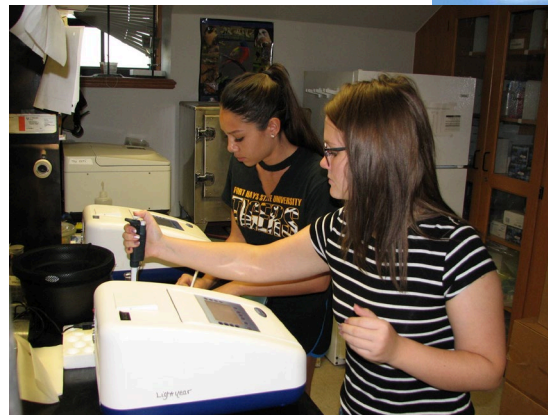
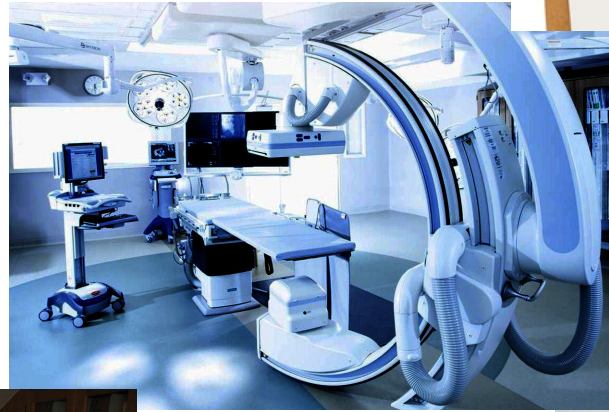
**Matching
Funds**

**Project
Dates**

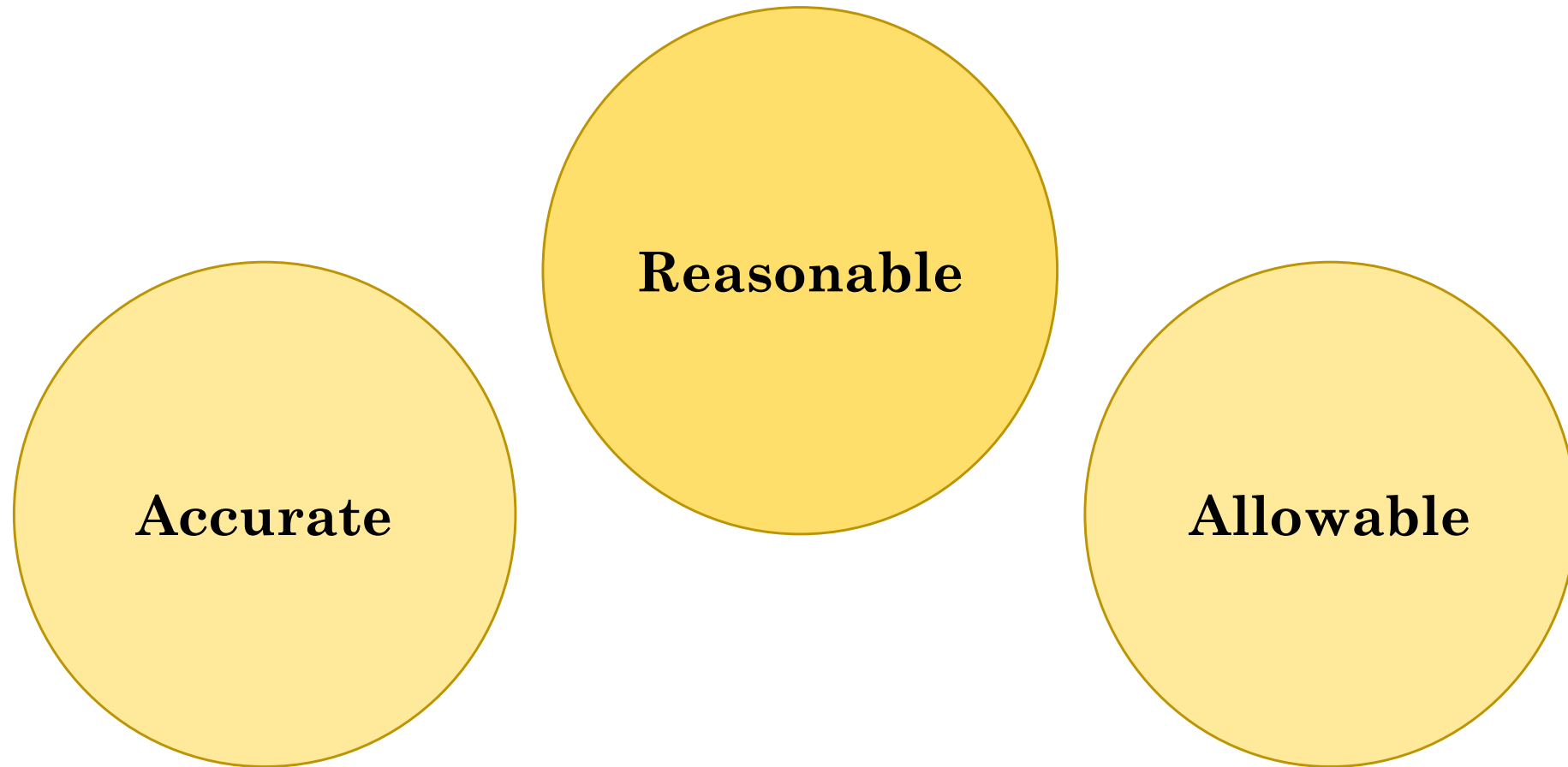
**Funding
Limits**

What can I get money for?

- Salary
- Students
- Travel
- Equipment
- Supplies
- Contracts
- Participant Support
- Construction



Budgets Need to Be:



Salary

- Expression of time spent on project
- Must be in line with current salary
 - Include cost of living increase each year
- Faculty/Staff
 - Academic Year = Reimbursement to FHSU
 - Faculty Summer = Money in your pocket
- Students
 - Undergraduate: \$10.00/hr.
 - Graduate: \$10,000/year

Faculty Summer Salary

- Must be in line with contract amount
- Up to 3 months at 100% - not teaching
- 60% if teaching

Student Scholarships

- Undergrad scholarships are allowed if students receive course credit or if it is their research
- Otherwise, we compensate them through payroll
- Tuition is generally allowed for graduate students

Equipment

- Any 1 item costing more than \$5,000 with a shelf life of at least 1 year
- Everything else is a supply



Indirect Costs

- ◆ F&A, Overhead (cost of doing a grant)
- ◆ Covers administrative work, office space, copier use, utilities, legal, etc.
- ◆ Required by FHSU if including salary
- ◆ Not always allowed by funder
- ◆ Federally negotiated rate: 32.00%
- ◆ Calculated on salary + fringe only



Subawards

- FHSU can issue or receive subawards
- Main awardee is pass through entity
- Subawards require a separate detailed budget

- Cash or In-Kind

- In-Kind

- Salary

- Fringe

- Indirect Costs

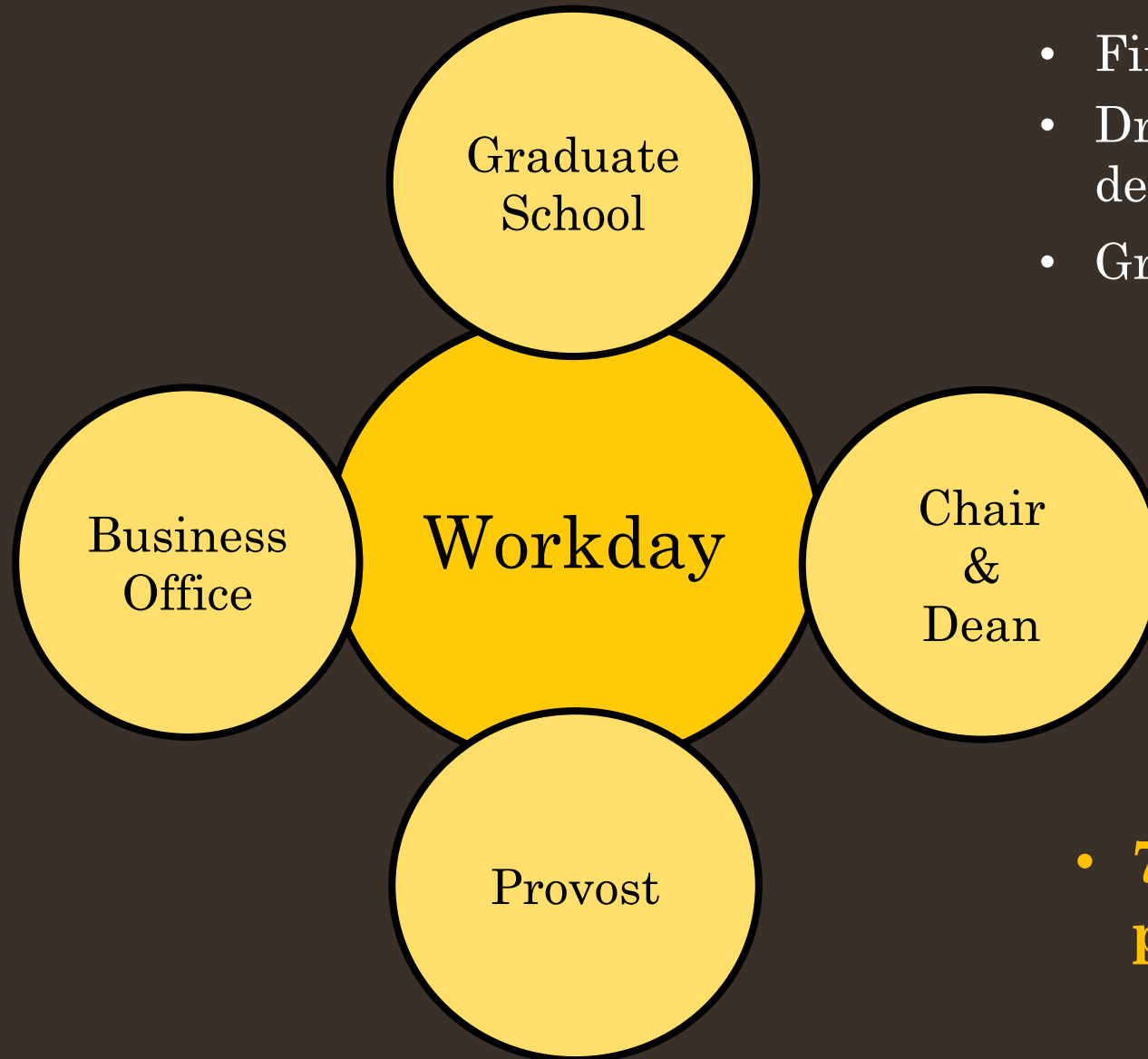
- Typically 1:1

- Federal funds can't be used

Matching Funds



Internal Approvals



- Final Budget
- Final Budget Justification
- Draft project narrative or detailed summary
- Grant approval form

- **7 working days prior to deadline**

- ❑ Start early
- ❑ Know the field
- ❑ Have a good idea
- ❑ Find a good funding match
- ❑ Read the directions
- ❑ If at first you don't succeed...





FORT HAYS STATE
UNIVERSITY

OFFICE OF SCHOLARSHIP
AND SPONSORED PROJECTS

Thank You!

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