

Road 2 Research

How the Office of Sponsored Programs Can Help



Develop a Fundable Idea

- Help refine project goals to meet funding criteria
- Identify the resources needed to achieve goals



Locate a Funding Source

- Search for grant opportunities
- Read guidelines to ensure compatibility with goals



Prepare a Proposal

- Assist with proposal formatting and editing
- Assist with budget development



Submit the Proposal

- Secure internal approvals
- Upload final documents for submission



Accept the Award

- Review sponsor's terms and conditions
- Coordinate award documents and contracts



Set Up the Award

- Create PeopleSoft cost center for grant
- Discuss award terms and conditions with faculty



Manage the Award

- Provide fiscal oversight for compliance
- Prepare financial status reports for sponsors



Close Out the Award

- Submit final financial reports
- Close out PeopleSoft cost center