ROSE STATE COLLEGE

Grants and Contracts
Staff

Dr. Alan Neitzel, Director for Grants and Contracts

Ms. Deana Stevens, Grants Specialist

Ms. Liliana Renteria, Grants and Contracts Technical Assistant
Accomplishments

- $32 to $1.6 million

- Student Support Services Grant - 5 years - $1.2 million

- Total of 32 grants for $2.1 million in 2008
  - 3 were faculty led
    - 1 Business and Information Technology Division
    - 2 Engineering and Science Division
Accomplishments continued...

- Total of 33 grants for $2.1 million in 2009
  - 4 were faculty led
    - 1 Business and Information Technology Division
    - 1 Engineering and Science Division
    - 2 Humanities Division

- Total of 39 grants for $2.6 million in 2010
  - 5 were faculty led
    - 4 Business and Information Technology Division
    - 1 Engineering and Science Division
## Breakdown by area and division

<table>
<thead>
<tr>
<th>Area</th>
<th>2008</th>
<th>2009</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Academic Affairs</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>LRC</td>
<td>14 for $683,382</td>
<td>10 for $648,064</td>
<td>17 for $956,933</td>
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<tr>
<td>Social Science</td>
<td>5 for $255,365</td>
<td>2 for $236,000</td>
<td>3 for $311,899</td>
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<tr>
<td>Business &amp; Information</td>
<td>2 for $144,948</td>
<td>2 for $196,987</td>
<td>4 for $165,002</td>
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<tr>
<td>Health Sciences</td>
<td>3 for $155,389</td>
<td>1 for $124,049</td>
<td>5 for $431,799</td>
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<tr>
<td>Engineering &amp; Science</td>
<td>1 for $86,692</td>
<td>1 for $57,841</td>
<td>2 for $17,105</td>
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<tr>
<td>Humanities</td>
<td>2 for $29,846</td>
<td>1 for $20,736</td>
<td>2 for $23,736</td>
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<tr>
<td>VP for Academic Affairs</td>
<td>1 for $11,142</td>
<td>1 for $10,951</td>
<td>1 for $7,892</td>
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<tr>
<td><strong>Student Affairs</strong></td>
<td>12 for $1.3 million</td>
<td>11 for $1.3 million</td>
<td>16 for $1.6 million</td>
</tr>
<tr>
<td><strong>Business Affairs</strong></td>
<td>0</td>
<td>1 for $52,664</td>
<td>0</td>
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<tr>
<td><strong>Workforce Development</strong></td>
<td>2 for $35,660</td>
<td>9 for $140,774</td>
<td>5 for $84,637</td>
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<tr>
<td><strong>Institutional Advancement</strong></td>
<td>4 for $90,299</td>
<td>2 for $4,300</td>
<td>1 for $2,000</td>
</tr>
</tbody>
</table>
Services

- Our office:
  - Researches granting agencies
  - Writes, edits and submits proposals
  - Submits financial and program reports

- We serve:
  - Faculty
  - Staff
  - Student groups
  - Community organizations (only proofread)
If you need the money now, you have started too late.
Granting agencies

- Federal grants
  - 30-60 days turn-around time
  - Announced on www.grants.gov
  - Could be up to 9 months before notification

- State grants
  - Deadlines vary
  - Announced through Oklahoma state agencies
  - Could be up to 6 months before notification

- Private and public foundations
  - Deadlines vary
  - Announced on foundations’ websites
  - Could be from 2 weeks to 6 months before notification
Types of grants

- Programmatic
- Capital
- Operational
Before writing the grant

- Complete the Grant Proposal Information Sheet
- Be specific.
  - I would like this much money to implement a project that will provide these activities to solve this problem.
- Be realistic.
  - How many people will you serve? What services will you provide? How many staff will you need?
- Talk to your dean or supervisor about the project. Your dean will need to approve it.
We can help you write the grant

- Once the Information Sheet is approved by the President, we will meet with you to figure out the details.
  - How many people are you planning to serve?
  - What is your purpose? What do you expect to achieve?
  - What activities will you offer? When will you offer them?
  - How much will it cost?

- We will request a written document based on the specific proposal format.

- We will be in constant communication with you until the proposal is submitted.
Help continued...

- If you write the proposal, we can provide feedback, edit, and submit for you.

- We can serve as a resource at any time in the process.

- If you have a project in mind, fill out the Grant Proposal Information Sheet, and we will search for grants to fit your project.
Parts of the proposal

- Abstract
- Organization Description
- Need/Purpose
- Project/Program Description
  - Goals
  - Objectives
  - Activities
  - Outcomes
- Budget and Budget Narrative
  - Personnel
  - Benefits
- Travel
- Supplies
- Equipment
- Construction
- Contractual
- Other
- Evaluation
  - Methods
  - Measurements
- Timeline
- Supporting Documents
If grant is awarded...

- We will meet with you to review budget specifications, outcomes, and timeline for activities.
- Implement your plan as specified.
- If you encounter difficulties in implementing activities, let us know immediately.
- Spend ALL your funds.
  - Do not make deals
  - Use it or lose it
- Submit all reports to our office.
- Communication with granting agency must be made through our office.
If grant is not awarded...

- Our office receives, or can request, comments from the granting agency for improvement of future grants.

- Resubmit grant the following year based on reviewers’ feedback.

- Search for other grants for funding the project.
OSRHE Training Opportunities

Follow the link below to find out about the training opportunities:
http://www.okhighered.org/grant-opps/training-opps.shtml
Questions?
Projects?
The Grants and Contracts staff is here to help YOU.

Please e-mail Liliana
lrenteria@rose.edu

or

Come by our office
Administration Building Room 201.