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University of Tennessee Institute of Agriculture Sponsored Programs Office

2019 October

Office of Sponsored Programs Newsletter

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Message from the Interim Director

This issue of the UTIA OSP newsletter includes two reasons to celebrate. First, 2019 marks the **10th year of UTIA OSP!** See more details in Liz Hebert's article. Also, September 25 marked **National Research Administrator Day**. Thanks to everyone who supports research at UTIA.

We highlight two employees who will support you as you prepare proposals. Read more about **Hans Goertz**, Project Development Specialist based in the Smith Center for International Sustainable Agriculture, and **Shannon Kite**, the newest coordinator in OSP.

Articles include Cathy Creswell's information about the recent **move in USDA NIFA headquarters**, which will have a large impact on award management and other NIFA services in the upcoming year. Cathy also provided an article about **NSF CAREER awards**. Many of us have had questions about how the **UTIA-UTK "unification"** will affect our work. All

UTIA sponsored programs will still be handled through our office. See more information in the enclosed article. Also, see Everly Manes' write-up on **Facilities & Other Resources**, which can strengthen your proposal. In the article is a **link to a new resource** being established for faculty and other investigators. The new resource site will also include a **chart** to help you determine who can be **Key Personnel on a proposal**. *If you have suggestions for items to include on that site (or samples of facilities documents you would like to provide for your department or lab), we welcome your input.*

Check out the **Compliance Corner** for tips Sandy Lindsey provided on how to classify information on your computer, a link to Animal Care Standard Operating Procedures, and details about the next compliance lunch, scheduled October 10th.

Thank you,
Jane Burns



Hans Goertz

*Project Development Specialist
AgResearch / Smith Center for International
Sustainable Agriculture*



We are pleased to welcome **Hans Goertz** to the UTIA family from the College of Engineering, where he managed a NASA-funded research and education center. Hans will be stepping into a new project development role, working jointly with AgResearch and the Smith International Center. His assignment will be to specialize in proposal development for international opportunities, primarily with an agricultural, natural resource, and

veterinary medicine focus, but likely encompassing other disciplines as well that includes other colleges across UTK. This position will be focused on pursuing multi-investigator international research opportunities, but may also include teaching and extension/outreach opportunities.

Hans comes to UTIA familiar with the land grant mission and value of an international programs office from his time with the University of Florida. Hans has experience in research development, grant management and monitoring and evaluation. This new role unites Hans' background in agriculture with his passion for international development. This passion was cultivated during a childhood spent in Sub-Saharan Africa, the South Pacific and Central America, and during career stops in the Caribbean and southern Africa. Since coming to Tennessee from Florida in 2016, Hans has discovered elevation! During his free time Hans enjoys exploring the views and whitewater that the area's elevation provides, hiking, trail running and kayaking.



> Office of Sponsored Programs spotlight is on Shannon Kite

Shannon Kite has joined our team as a Grants Coordinator, and some of you may have already worked with him in his previous role as an Accounting Specialist in the Family & Consumer Sciences department. He received his B.S. degree in Finance from UT, and he has worked in the private sector as a financial analyst, internal auditor, and budgeting manager. He's excited to learn all he can about research proposal development and will do his best to help get proposals awarded 100% of the time! And when he's not giving his all for UT, Shannon's interests include hiking, tennis, transportation, and saving people money.

NSF Faculty Early Career Development Program (CAREER)

by Cathy Creswell

> The **NSF CAREER Program** is a Foundation-wide activity that offers the National Science Foundation's most prestigious awards in support of early-career faculty who have the potential to serve as academic role models in research and education and to lead advances in the mission of their department or organization. Activities pursued by early-career faculty should build a firm foundation for a lifetime of leadership in integrating education and research. NSF encourages submission of CAREER proposals from early-career faculty at all CAREER-eligible organizations and especially encourages women, members of underrepresented minority groups, and persons with disabilities to apply.



These proposals are typically due in July. The PI must have the title of Assistant Professor.

The minimum award is \$400K, or \$500K for 5 years, depending on the specific Directorate. If you are interested in applying, please contact the Program Officer in a division or program that is closest to your area of research, and please see the [frequently asked questions](#) before planning your submission.



On June 13, 2019, the **US Department of Agriculture** announced plans to relocate two of its agencies to the Kansas City, Missouri area. The two agencies are the Economic **Research Service (ERS)** and the **National Institute of Food and Agriculture (NIFA)**. NIFA has indicated that none of the Awards Management Staff in NIFA are planning to move to Kansas City, and only 9 (that's about 25%) of the NIFA program leaders are planning

to move. As a temporary situation to allow a bridge between experienced and newly hired staff. Some staff may remain in DC until March 2020, in order to help out before retiring or taking another job elsewhere. NIFA is also using contractors to help on a short-term basis. Unless the review time for 2019 proposals can be sped up, the tentative deadlines for 2020 proposal submissions will be delayed. For those who are not funded in the 2019 cycle, and want to resubmit in 2020, they should have at least 2 months (and ideally more time) to assess the proposal feedback and consider doing any preliminary work that may be helpful to be funded.



The AFRI website currently directs applicants to check after December 18, 2019 for program updates:
<https://nifa.usda.gov/afri-request-applications>

NIFA's new mailing address after September 30, 2019 is:
 National Institute of Food and Agriculture, 6501 Beacon Drive, Kansas City, MO 64133.

COMPLIANCE CORNER >>>

by Jane Burns

> Join us for a **UTIA Compliance Lunch on Thursday, October 10**, noon-1:00 in 156/157 Plant Biotechnology Building. The speaker will be Dr. Maha Krishnamurthy, Vice President of UT Research Foundation, on the topic of Intellectual Property. Employees can register by searching for "UTIA Compliance Lunch and Learn" and selecting "1019 – Intellectual Property" at <https://kate.tennessee.edu/>. Students should register via e-mail sponsoredprograms@utk.edu with the subject "UTIA Compliance Lunch".

> Organizational Guidance for the Classification of Information and Systems

Every year OIT sends an email to the primary user of each system in NetReg requiring that user to reclassify the system. This process helps to determine if you store certain types of sensitive data on that system. If you are classified as having sensitive data, the Institute's CISO will work with you to determine if additional security controls must be implemented on that system based on the data you store. When going through the classification process, please use UTIA IT0115P – Organization Guidance for the Classification of Information and Systems to help you with your responses.

Sandra D Lindsey (*Sandy*), ACE, CHP

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Link: <https://ag.tennessee.edu/Documents/SecurityPolicies/ClassificationGuidance.pdf>

> **Animal Care Standard Operating Procedures** for the Knoxville area are being updated. If you have UTK e-mail, log in to find SOPs at [Animal Care SOP Website](#).



The UTIA OSP is celebrating a 10-year anniversary this year. In 2009, support for proposal development was provided by business managers at the department level. Former AgResearch Dean, Bill Brown, encouraged by UT Faculty, saw a need for greater consistency among the departments. He asked Cyndie Nichols, who had been negotiating contracts and submitting proposals for AgResearch since 2001, to establish a central office that would prepare and submit proposals, negotiate contracts, prepare subawards, and perform other pre-award functions, to encourage uniformity and streamline the processes. Cathy Creswell was brought in from the CRC and Kathy Dalton was hired from FWF, to work as the first OSP coordinators. As you are probably aware, Cathy and Kathy continue to play vital roles in our office today. OSP continued to grow as this new initiative showed success, expanding to serve joint departments, Extension, CASNR (now Herbert College), and the College of Veterinary Medicine.



Cyndie was OSP Director until 2013, and Debbie Hampstead served as OSP Director from 2013 - 2018. Jane Burns has been Interim Director since October 2018. In addition to Jane, the current OSP includes Assistant Director, Rumira Xhaferaj, who specializes in contract review and negotiation, plus 7 proposal coordinators. The team facilitated more than 650 proposals and 440 awards during the past year, as well as numerous material transfer agreements, confidentiality agreements, accounts payable contracts, subawards, and other transactions. As total proposal submissions increase, the efficiency, collaboration, and consistency encouraged by the current model allows OSP to maintain a high level of customer service and reduce administrative burden, allowing PIs to focus more on the science. OSP is committed to the land-grant mission and we hope success will continue. Feedback is always encouraged and welcome.

Happy Anniversary, OSP, and many thanks Cyndie, Cathy, and Kathy and everyone who has helped make OSP a success!



HOLIDAY CLOSINGS

November 28th and 29th
December 23rd through 27th



Facilities & Other Resources A Quick Guide

by Everly Manes

> As a researcher/PI, you spend the majority of your time developing your project narrative, a key component in your funding application. However, the **“Facilities & Other Resources”** document should not be an oversight. This document supports the planning and execution of your project objectives. Although the content requirements may vary between agencies and funding programs, here are a few tips to ensure a competitive proposal:

- Describe areas available for the proposed activities such as laboratory space, clinical space, and access to land.
- Identify equipment available within laboratory or through shared resources.
- When using animal subjects, describe the species and number of animals, specialized equipment or housing, and bio safety levels.
- When including subawards and external collaborators, ensure to include information for each institution and collaborator.



Check out our [Resource Site](#) for some examples.

As you know, in June, the UT Board of Trustees approved unification of UTIA and UTK, and information can be found at the [unification website](#). As a UTIA employee who submits proposals, **what does this change mean for you?**

UTIA OSP remains separate from UTK's OSP, so you will continue to receive the level of service our Coordinators provide in your proposal preparation. You will continue to send messages to aggrant@utk.edu or extensiongrants@utk.edu when you first think of applying for a proposal (or providing a budget to a potential funder) or if you have a no-cost time extension request, confidentiality agreement, material transfer agreement, or other document normally processed by our office. Jane and Rumira will continue to be your contact people for questions and negotiations they have handled in the past. As always, we are all here to serve you and help you focus on the science of your proposal.



In addition, you will have more access to services provided by the UTK Office of Research and Engagement (ORE), which can be found at <https://research.utk.edu/>. If you have questions about specific services, feel free to reach out to contacts at that website. *When you are using ORE services related to a particular proposal, please let your UTIA OSP coordinator know.*

For limited submissions, ORE has a mailing list and a useful [website](#). Often, UTK and UTIA are considered one organization for these submissions, so you would give internal notice to ORE, and please copy aggrant@utk.edu, so that we are aware. If your proposal is selected for submission to the outside sponsor, notify aggrant@utk.edu immediately, as it will be submitted through UTIA OSP.

We are happy to answer any questions you have related to pre-award services and UTK-UTIA unification, at aggrant@utk.edu or JaneBurns@utk.edu.

Don't forget to visit the Office of Sponsored Programs website for forms and information such as:

- MTA questionnaires
- Indirect Cost Rate Agreements
- Uniform Guidance Tools
- Standard Contracts and Agreements
- Compliance Resources and Documents

LINK: <http://agriculture.tennessee.edu/sponsoredprograms/default.asp>

OSP Celebrates National Research Administrator's Day >>>



In August of 2015, the National Council of University Research Administrators (NCURA) submitted **National Research Administrator Day** to be considered as a national day. The registrar at National Day Calendar then proclaimed National Research Administrator Day to be observed annually on **September 25**. This is a day to recognize the contributions made by administrators every day. Research administrators and managers serve an important role in supporting research. They assist the faculty and researchers, protect the organization, and assure sound stewardship of sponsored research dollars.

DON'T FORGET THE USDA AFRI RFA FOR 2020 IS ALREADY OUT

with due dates as early as March 2020!

Start Planning NOW!!!

Plant Health and Production and Plant Products

- **Foundational Knowledge of Agricultural Production Systems - A1102**
Deadline: Thursday, April 9, 2020
- **Foundational Knowledge of Plant Products - A1103**
Deadline: Thursday, March 19, 2020
- **Pests & Beneficial Species in Agricultural Production Systems - A1112**
Deadline: Thursday, March 12, 2020
- **Physiology of Agricultural Plants - A1152**
Deadline: Thursday, March 19, 2020
- **Plant Breeding for Agricultural Production - A1141**
Deadline: Thursday, March 19, 2020
- **Pollinator Health: Research and Application - A1113**
Deadline: Thursday, March 26, 2020

Animal Health and Production and Animal Products

- **Animal Reproduction - A1211**
Deadline: Thursday, March 12, 2020
- **Animal Nutrition, Growth and Lactation - A1231**
Deadline: Thursday, March 12, 2020
- **Welfare and Well-being of Agricultural Animals - A1251**
Deadline: Thursday, March 12, 2020
- **Diseases of Agricultural Animals - A1221**
Deadline: Thursday, March 12, 2020
- **Animal Breeding & Funct'l Annotation of Genomes - A1201**
Deadline: Thursday, March 12, 2020

Food Safety, Nutrition, and Health

- **Food Safety and Defense - A1332**
Deadline: Thursday, March 19, 2020
- **Novel Foods & Innovative Manufacturing Tech - A1364**
Deadline: Thursday, March 19, 2020
- **Diet, Nutrition & Prevention of Chronic Diseases - A1344**
Deadline: Thursday, March 19, 2020
- **Food and Human Health - A1343**
Deadline: Thursday, March 26, 2020
- **Mitigating Antimic. Resistance Across Food Chain - A1366**
Deadline: Thursday, March 26, 2020

Bioenergy, Natural Resources, and Environment

- **Soil Health - A1401**
Deadline: Thursday, April 2, 2020
- **Water Quantity and Quality - A1411**
Deadline: Thursday, April 2, 2020

Bioenergy, Natural Resources, and Environment

- **Sustainable Biomass Feedstock Systems - A1414**
Deadline: Thursday, April 2, 2020
- **Sustainable Agroecosystems: Health, Functions, Processes and Management - A1451**
Deadline: Thursday, April 9, 2020

Agriculture Systems and Technology

- **Engineering for Agricultural Production Systems - A1521**
Deadline: Thursday, March 5, 2020
- **Bioprocessing and Bioengineering - A1531**
Deadline: Thursday, March 5, 2020
- **Nanotechnology for Agricultural & Food Systems - A1511**
Deadline: Thursday, March 19, 2020

Agriculture Economics and Rural Communities

- **Small and Medium-Sized Farms - A1601**
Deadline: Thursday, March 5, 2020
- **Economics, Markets and Trade - A1641**
Deadline: Thursday, March 5, 2020
- **Social Implications of Food and Agricultural Tech- A1642**
Deadline: Thursday, May 14, 2020
- **Environmental and Natural Resource Economics - A1651**
Deadline: Thursday, May 14, 2020
- **Rural Economic Development - A1661**
Deadline: Thursday, April 16, 2020

Crosscutting Programs

- **Agricultural Innovation through Gene Editing - A1191**
Letter of Intent (required) Deadline: February 19, 2020
Deadline: Thursday, April 23, 2020
- **Agricultural Microbiomes - A1402**
Letter of Intent (required) Deadline: March 10, 2020
Deadline: Thursday, May 14, 2020
- **Critical Agricultural Research & Extension (CARE) - A1701**
Deadline: Thursday, April 23, 2020
- **Food & Agriculture Cyber informatics Tools (FACT) - A1541**
Deadline: Thursday, April 16, 2020
- **Inter-Disciplinary Engagement in Animal Systems (IDEAS) - A1261**
Deadline: Thursday, May 21, 2020
- **Tactical Sciences for Agricultural Biosecurity - A1181**
Letter of Intent (required) Deadline: March 10, 2020
Deadline: Thursday, May 28, 2020

UPCOMING FUNDING OPPORTUNITIES

- 2020 Tennessee Soybean Promotion Board
- 2020 NRA Foundation—[LINK](#)
- Tennessee Department of Agriculture TAEP Farmers Market — [LINK](#)
- USDA AFRI Foundational and Applied Science Program — [LINK](#)
- USDA NIFA Higher Education Challenge (HEC) Grants — [LINK](#)

#FundingOpp >>>

- > The Faculty Development Team has launched a **weekly funding digest** featuring information from the NIH Digest, round-ups from the Corporate and Private Foundations Office, limited submissions, and internal opportunities. **Sign up to receive the digest here.**
- > Use **Pivot** to search and save funding opportunities, set up funding alerts, or manage your scholar profile using your UT NetID. Use the [Foundation Directory Online](#) to search a database of the 10,000 largest private, community, and corporate foundations in the U.S.
- > UTK's Office of Research and Engagement's Management of **Limited Submission Funding Opportunities** has a listserv ([link](#)) that you can subscribe to.
- **USDA NIFA:** <https://nifa.usda.gov/page/search-grant>
- **NIH:** http://grants.nih.gov/grants/funding/funding_program.htm
- **Non-NIH Opportunities for Predoctoral & Graduate Researchers:** [link](#)
- **Postdoctoral Non-NIH Opportunities:** <https://www.fic.nih.gov/Funding/NonNIH/Pages/postdoctoral.aspx>
- **NSF:** <http://www.nsf.gov/funding/index.jsp>
- **Grants.gov:** <http://www.grants.gov/>
- **Tennessee State Government:** <https://www.tn.gov/ruraltaskforce/search-for-grants---resources.html>
- **Rural Assistance Center:** Various TN Funding Opportunities at <http://www.raconline.org/states/tennessee/funding>
- **Philanthropy News Digest (Foundation Center):** <http://philanthropynewsdigest.org/>
- **Morris Animal Foundation:** <http://www.morrisanimalfoundation.org/researchers/>
- **Grant Resources in Science, Math, and Integrated STEM:** <http://stemgrants.com/stem-grants-for-universities-and-colleges/>

UTIA Office of Sponsored Programs Facebook & Twitter pages are avenues we use to keep you up to date with the ever changing events in Research Administration.

An additional source of information is our web page. ([link](#))

You may submit questions, ideas or suggestions for improvements of our newsletter to aggrant@utk.edu.

