

OSP Roundtable

Thursday, September 17, 2015

9:30 – 10:30 AM

(Room – LH3, Vet College)***

*** Note location

Speaker:

Christine Ashdown, Sr. Grant & Contract Officer
and Federal Team Leader, OSP

Topic:

The anatomy of a funding opportunity – they aren't all built the same!

A faculty member in your department comes to you with a funding opportunity and it's 80 pages long! The deadline is only two weeks away!! Yikes!!! How can you get this proposal done in time? What are the key requirements for the proposal? And what should you do first? Join us for some hands on activities that can help you to determine the core elements of a solicitation, ask the right questions of faculty members, and extract the sections of the guidelines relevant to your faculty member's proposal. We'll review some standard sets of guidelines, and also look at some less familiar funding opportunities to compare the similarities, and spotlight some unique requirements that administrators face when assembling a proposal which often occurs under very tight deadlines. Come with your questions and your experiences to share, as we all can benefit from your participation. Hope to see you there!

Please send me any questions you might have about reading solicitations prior to Thursday, so I can provide them to Chris before the session.

We look forward to seeing you September 17!

Christine A. Brown

Grant & Contract Officer, Office of Sponsored Programs

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