



HOW WE CAN HELP:

The Office of Research & Sponsored Programs (ORSP) seeks to promote scholarship, research, creative activities, and engagement by encouraging and providing comprehensive support to faculty and staff in the pursuit of sponsored programs.

Identifying Funding Opportunities

Helping you locate the right funding agency and Program. ORSP hosts the Pivot searchable database and helps faculty create profiles to generate information on funding opportunities. We can conduct funding opportunity searches and meet with faculty to provide advice and guidance in identifying an individual research plan. Your research plan may include internal as well as external funding opportunities.

Supporting Proposal Preparation & Submission

Helping you develop a competitive proposal. The earlier we become involved in the proposal process, the more help we can provide to improve your chances for funding. We offer the following services:

1. Provide you with a variety of resources before you begin your proposal, including previously funded proposals, application guidelines, and “tip” sheets for specific agencies;
2. Nominate you to become a proposal reviewer so that you can learn first-hand how a proposal gets selected for funding;
3. Send you to grant-writing workshops and to on-site visits with agencies;
4. Arrange for experienced proposal writers or disciplinary experts to read and comment on your draft proposal;
5. Review your proposal narrative and offer suggestions on program design, administration, budgeting, structure, evaluation, formatting, and writing style; and
6. Help you complete agency forms and submit the proposal to the funding agency, with sufficient lead time.

In addition, ORSP performs the following services:

1. Review and approve proposals before submission to ensure compliance with UT policies and sponsor requirements;
2. Administer the UTC internal proposal approval process through the online Evisions system;
3. Review and process contracts and sub-contracts awarded to the university; and
4. Recognize faculty achievements both internally and to the community through email announcements, website postings, and campus events.

OFFICE OF RESEARCH & SPONSORED PROGRAMS

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