

**Office of Research Working Group  
on Faculty Assistance for Extramural Funding**

**FACULTY SENATE MEETING  
May 9<sup>th</sup>, 2019**

## **Key Recommendations** (not in order of priority):

The Office of Research needs to provide increased support for faculty at all levels for the preparation of proposals. There is also a great need for a document repository that is updated frequently.

Specific recommendations are listed below:

1. Facilitate faculty training in the preparation of competitive proposals; assist faculty in diversifying their funding portfolios; provide assistance with visits to private and federal funding agencies.
2. Maintain a document repository which contains boilerplate information on institutional resources and policies, as well as examples of successful grants. This information should be regularly, and frequently, updated.
3. Publicize services provided by DRPD to promote awareness of the assistance available. This information could be easily added to the current weekly grant opportunities emails. Eye-catching banners near the top of the emails could be used to increase visibility.
4. Increase staff-support resources in DRPD to expand services, including editorial assistance, and provide guidance for collaborative proposals less than the current \$2.5M limit.
5. Coordinate efforts between the DRPD and the UF Foundation to provide more support to faculty preparing proposals to foundations.
6. Plan strategically and proactively, so that teams are assembled prior to publication of solicitations.
7. Facilitate collaboration meetings within UF to allow faculty to build teams. Support collaborative team-building at every level from working groups, to war rooms, to scholars-in-residence, to establish multi-institutional partnerships.
8. Provide more internal funds for seed grants and planning grants.
9. Reduce the administrative and compliance burden on the faculty so they would have time and effort to dedicate to preparing more proposals (for example: discipline specific and targeted online trainings, IRB support, post award administrative support etc.).

## Action Items

**Primary concern: 350 new faculty on campus**

### **Year 1**

- 1. Publicize** the role of DRPD in providing assistance to faculty
- 2. Training**
  - Creating awareness of UF resources
  - Proposal writing
  - Facilitating visits to sponsors, and organizing visits from sponsors
- 3. Organizing group meetings and Facilitating Team Building**
- 4. Expanding Proposal Development Assistance provided by DRPD to include**
  - Collaborative proposals less than the current \$2.5M limit
  - Team research proposals
- 5. Recruit one additional staff member to DRPD**

## Action Items

### Year 2

#### 1. Maintaining a document repository

- Diversity Resources, Data management plans
- Institutional Resources
- Agency-specific information
- Examples of successful proposals - intranet

#### 2. Expanding Proposal Development Assistance Provided by DRPD to include

- Editing
- Graphic Arts

#### 3. Facilitate team building/collaborations

- In Preparation for proposal development on large collaboratives
- Collaboration tools