

To: Faculty Senate
From: Kjerstin Stanavige and Cindi Mafit, The Research Institute
Date: January 2, 2018
Re: Grant-related services available to campus

The Sponsored Research Office (SRO) and The Research Institute (TRI) are available on campus to provide the following services:

- Help faculty find funding
- Provide resources and examples of successful proposals
- Answer questions and give advice
- Create timelines and checklists
- Work with faculty to develop grant budgets
- Provide evaluation services and show faculty how to write these into grant proposals
- Edit and submit grant proposals

Additionally, The Research Institute's evaluation team can work with faculty on grants to:

- Clarify research objectives/aims
- Develop methodology and analyses plans
- Implement a project-specific evaluation
- Conduct data collection, analysis, and reporting
- Report and disseminate the findings
- Provide web and mobile application development
- Provide database design, development, and management
- Consult on new technology for projects

The SRO and TRI recommend that faculty interested in pursuing grant opportunities contact Kjerstin Stanavige at stanavigek@wou.edu or 8-8474.

As a reminder to all on campus, Kjerstin Stanavige and Darin Silbernagel are the only individuals on campus authorized to submit grants on the university's behalf. All grant proposals need to be routed through one of them.