



OSP Observer

Fall 2019

Sponsored Projects News, Events, and Updates

As we embark on a new year, the Office of Sponsored Projects (OSP) is excited to launch new initiatives, including this inaugural edition of our quarterly “OSP Observer” newsletter. We look forward to building on the momentum from last year – which you can learn about in our [2018-19 Annual Report](#) – and creating new opportunities for you to learn, network, and collaborate with colleagues across campus. Please read on to learn about your colleagues’ recent funding successes, as well about the variety of resources and support available through the OSP this quarter. We hope to see you at one of our events soon. In the meantime, please don’t hesitate to [contact us](#)!



Download our 2018-19 Annual Report [here](#)!

Wishing you all the best in fall quarter,

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Upcoming OSP Events

Fall Scholarship Showcase

Thurs, October 24th 3-5pm

Popko Faculty Lounge (Lemieux Library, 6th Floor)

Please join us to celebrate the many scholarly contributions SU faculty have made in the past year as several Summer Faculty Fellows and grant-funded faculty present their research in an informal poster session. The event will also mark the launch of the Library's new [ScholarWorks](#) Digital Repository. Library staff will be on-hand to help faculty in setting up profiles and demonstrate how ScholarWorks can be used as an open access and living repository for your work. Light appetizers and beverages will be provided, and faculty completing their profile will be entered in a raffle to win some great prizes! **Please RSVP to osp@seattleu.edu.**

Grants Manager Peer Learning Group: Sub-Contractors vs. Sub-Awards

Thurs, October 17th 9:30-10:30am

Hunthausen 110

All budget managers and other staff who support external funding are invited to join our quarterly peer learning group. This fall, we will focus on understanding the distinction between sub-awards and sub-contractors, and determining the post-award processes that apply to both. **Please RSVP to osp@seattleu.edu.** Questions about the peer learning group can also be addressed to osp@seattleu.edu.

Fall Faculty Workshop: Identifying Funding Opportunities

Attend one of two sessions at which the same content will be presented:

Thurs, Nov 14th 12:30-1:20pm – *box lunches will be served*

Mon, Nov 18th 2:15-3:05pm – *light refreshments will be served*

Lemieux 366

All faculty and grant-seeking staff are encouraged to join us for our first workshop of the year, when we will discuss strategies for finding appropriate funding opportunities and developing key words for an efficient on-line search, as well as learn about the Library's new [Funding Resources Guide](#) and other resources available to faculty through Seattle University and beyond. **Please RSVP to osp@seattleu.edu.** Questions about the workshop can also be addressed to osp@seattleu.edu.

Summer Faculty Fellowship Program Applications Due

Applications due Friday, November 1st 5pm

This internal opportunity is open to individual tenure-track/tenured faculty and full-time librarians who are actively engaged in scholarship broadly in their efforts to build on previous scholarly or creative endeavors and/or to move projects in a new direction. Fellows are supported with a summer salary stipend of \$7,100. More information is available [here](#). Questions and applications can be directed to osp@seattleu.edu.

Visit the Office of Sponsored Projects website for additional upcoming [events](#) and [external funding opportunities](#)!

New Funds Awarded

Congratulations to the below investigators who were recently awarded funding to support Seattle University research and initiatives*!

Center for Community Engagement

Colina Bruce | Seattle University Youth Initiative Summer Fellows Program | *Safeco Insurance* (renewal)

Colina Bruce | Seattle University Youth Initiative Washington Middle School Redhawk Academic Mentoring | *Garneau-Nicon Foundation* (renewal)

Colina Bruce | Seattle University Youth Initiative Washington Middle School Redhawk Academic Mentoring | *Seattle Public Schools Families and Education Levy* (renewal)

Colina Bruce | Seattle University Youth Initiative Washington Middle School Redhawk Academic Mentoring | *Schultz Family Foundation* (renewal)

Julie Hurst | 2019-20 Jumpstart Americorp Program | *Corporation for National and Community Service* (renewal)

Kent Koth and **Deanna Sands** (College of Education) | Seattle Local Proof Point Planning Grant | *Bill and Melinda Gates Foundation*

College of Arts and Sciences

Christina Roberts | Indigenous Peoples Institute | *Snoqualmie Tribe*

School of Law

Margaret Fisher | Seattle Youth Traffic Court | *Seattle Municipal Court* (renewal)

Margaret Fisher | 2019-20 Judicial Institute | *U.S. District Court for the Western District of Washington* (renewal)

School of Theology and Ministry

Leticia Guardiola-Saenz | Sharing experiences: Exploring the use of the Ignatian Pedagogical Paradigm for the development and advancement of critical race consciousness in the classroom | *Wabash Center*

Albers School of Business and Economics / Summer Programs

Barb Hauke | 2019 Summer Business Institute | *BECU*

Lauren Johnson | 2020 Summer Business Institute | *US Bank* (renewal)

In addition to the above awardees, we would like to congratulate the **26 investigators from eight colleges, schools, and centers who have submitted proposals this quarter**. This number constitutes a 44-percent increase in submissions over last year-to-date!

**Note: This list comprises all new and renewed sponsored projects awarded in the first quarter of the current fiscal year (July 1 to September 30, 2019). For a complete list of funds awarded in fiscal year 2018-19, please see the [2018-19 Annual Report](#).*

Faculty Scholarship Highlights

Lemieux Library and McGoldrick Learning Commons staff have been hard at work developing a new digital repository – [ScholarWorks](#) – that will provide an online home for the scholarly

and creative output of Seattle University faculty, staff, and students. As an open repository accessible to the public-at-large, ScholarWorks provides an exciting opportunity to share the impressive scholarly and intellectual contributions of the Seattle University community with the world! Faculty are encouraged to contribute material in any digital format to ScholarWorks.

[Submit your work online](#) or contact scholarworks@seattleu.edu with questions.

The Library will officially launch ScholarWorks at the October 24th [Fall Scholarship Showcase](#). All faculty are encouraged to take advantage of this opportunity to learn about the repository and create ScholarWorks profiles with the help of Library staff – those who do so will be entered to win several prizes!

In addition, OSP will be highlighting new scholarly work posted by faculty to ScholarWorks in the quarterly OSP Observer newsletter. **If you would like for your work to be considered for inclusion in the next (Winter 2020) OSP Observer, please make sure to create your ScholarWorks profile and upload your work by December 9, 2019!**

OSP Policy Updates

The OSP is your partner in submitting grant proposals (preliminary and full), letters of intent, subawards to other institutions, and contract proposals to external entities. In order to enable the OSP team to effectively support investigators in the submission and institutional review process – as well as ensure compliance with sponsor and internal policies – Seattle University requires that investigators follow an established set of steps. For those new to this process (or in need of a refresher), below is a **brief summary of the internal submission process***:

- **Step 1: Submit a Notice of Intent to Apply** using [this online form](#) as soon as you decide to pursue an opportunity. A Sponsored Research Officer (SRO) will connect with you shortly thereafter to review the required proposal components, discuss next steps, and provide resources that are available to support your proposal effort.
- **Step 2: Conceptualize your project and develop the proposal documents.** OSP staff are here to support you in this process in a number of ways, including to: Discuss approaches to framing your project's aims and activities in order to meet sponsor objectives; Develop the project's budget; Provide feedback on narrative components (time permitting); and Ensure compliance with sponsor requirements and guidelines. For proposals to private sponsors, OSP also assists in collaborating with the SU [Office of Corporate and Foundation Relations](#) (CFR), which supports investigators in many of the ways outlined above.
- **Step 3: Complete a Proposal Transmittal Form (PTF) and submit it to OSP – along with all proposal documents – at least (5) business days in advance of the sponsor's deadline.** The recently-updated PTF (available [here](#)) and [associated addendums](#) facilitate the internal review and approval process. The PTF must be signed by the proposer and their Dean/Division Director and Department Chair (as applicable) prior to sending it to OSP. The SRO will let you know at the outset of the effort if any additional internal documentation is required.
- **Step 4: OSP facilitates the institutional review and approval of the proposal.** This may involve coordination with the Office of the Provost, Office of Corporate and Foundation Relations, and Office of the Controller.
- **Step 5: Submit the proposal, celebrate your hard work and await a decision!** Once institutional approval is complete, the OSP team is available to assist with

submitting the proposal as needed. If awarded, OSP works with the investigator to negotiate the award and set-up the project for its eventual success.

A full explanation of the above process can be found on the [OSP website](#). Also feel free to [contact us](#) with any questions!

**Note that individual units may have additional internal expectations and processes.*

Sponsor Policy Updates

In fall 2018, both the **National Science Foundation (NSF)** and the **National Institutes of Health (NIH)** released new policies regarding notification of sexual harassment, other forms of harassment, and sexual assault by personnel named on NSF or NIH awards. To maintain compliance, SU has adopted a new policy which affects PIs, Co-PIs, and Senior Personnel on NSF-sponsored grants awarded after September 21, 2018 and all NIH-sponsored grants.

For full details and SU's notification protocol, please read the [NSF & NIH Sexual Harassment Policy](#) under the [Compliance section](#) of our website.

Other New Resources

National Council of University Research Administrators (NCURA) Award Management Seminar is now available through OSP

Interested in refreshing your knowledge about standard grant management processes? OSP is now able to provide access to a **4-hour introductory course** covering the basic tenets of budgeting, tracking expenditures, managing sub-awards and sub-recipients, cost sharing, cost transfers, award closeout, and reducing audit risk. Associated slides and handbook are also available. [Contact OSP](#) to access this excellent resource.

Public Scholarship Roundtable Series at UW

The University of Washington Center for Communication, Difference, and Equity is hosting a three-part roundtable on **Social Justice in Campus-Community Partnerships** which may of interest to Seattle University faculty and staff working in the space of community-engaged scholarship. More information is available here: [What does Public Scholarship Produce?](#) (Oct 11), [Who is the "Public" in Public Scholarship?](#) (Oct 18) and [Why does Public Scholarship Matter?](#) (Oct 25).

The Office of Sponsored Projects is here to help!

We are here to support the full life-cycle of your research and scholarship – from identifying funding opportunities and creating a research plan, developing and submitting competitive proposals, and managing awards. Please reach out to us to [request a consultation](#), [notify us of your intent to apply](#) for a funding opportunity, or for [help with managing your award!](#)

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Please direct any suggestions about how we can make the quarterly OSP Observer most useful to you to [Kara Luckey](mailto:kluckey@seattleu.edu) – we welcome your thoughts!

