

Research | Development

Preparing and submitting proposals requires collaboration. We are here to help.

Research | Development



Your success is our success.

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OSP RD Website: <https://researchservices.cornell.edu/research-development>

CALS RD Website: <https://cals.cornell.edu/faculty-staff/cals-support-sponsored-research/research-development>





Research | Development

Services We Offer

- Develop and manage complex grant proposals
- Writing, editing and review
- Identify funding opportunities for faculty
- Cultivate early career faculty
- Provide strategic planning and evaluation support
- Identify collaborators and campus resources for faculty
- Conduct grant training and workshops
- Position faculty with federal agencies
- Advance research opportunities for faculty from underrepresented groups
- Manage limited submission competitions
- Promote prizes and awards; support nominations
- Liaise between proposal team and OSP or OVPR

OSP GCO Teams

Office Hours

Monday – Friday 8:30am-5:00pm

Website

<https://researchservices.cornell.edu/gco>

<https://researchservices.cornell.edu/offices/osp>

Email

osp-help@cornell.edu

Federal	State & Foundation	Industry
<div>Jamie Sprague Team Lead</div>	<div>Tom Goodness Team Lead</div>	<div>Robin Dollaway Team Lead</div>
<div>Columbia Warren Sr. GCO</div>	<div>Jeffrey Corbin Sr. GCO</div>	<div>Abigail Capestany Sr. GCO</div>
<div>Mindy McGill-Carlison GCO</div>	<div>Eric Van Ostenbridge Sr. GCO</div>	<div>Csilla Kajtar Sr. GCO</div>
<div>Tammy Custer GCO</div>	<div>Liz Grinstead GCO</div>	<div>Anne Ochiai Sr. GCO</div>
<div>Shelby Montgomery GCO</div>	<div>Ellie Krumm GCO</div>	<div>Kellie Eldred GCO</div>
<div>Paul Reyes GCO</div>		
<div>Brenda Truesdail GCO</div>		

Office of Sponsored Research

Grant & Contract Officers

(Liz Estabrook, Rose Hastings, & Erin Oates)

Extends to OSP Central Support
Reviews and Approves Applications
Authorized to certify on behalf of the University

Grant Proposal Coordinators

(Jacob, Matthew, Carol, Tiffanie, Riley, Donna)

Extends to Unit Support
Assist with Budgets, Forms, Electronic Applications, etc.
Alert them early!

Office of Research Development

Director of Research Development, Josephine Martell

Support multi-disciplinary, complex, and Center and training Grants
Foster relationships with federal funding agencies

Cultivate early-career faculty
Provide grant trainings and faculty development
Advance diversity, equity, & inclusion

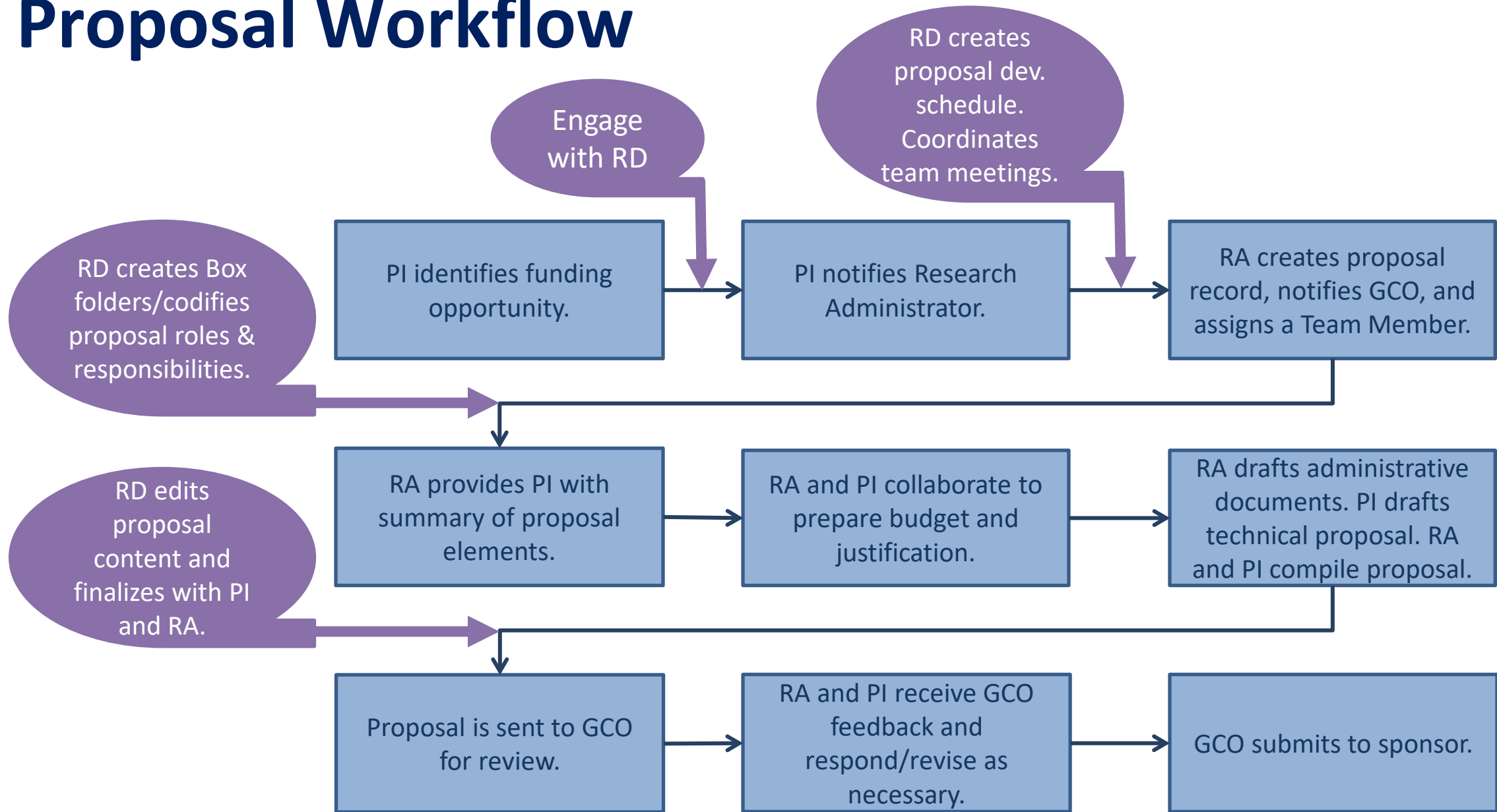


Research | Development

Sponsored Project Lifecycle *Ideal...*



Proposal Workflow



GCO Proposal Review

- Compliance with federal, state, sponsor, and university policy and procedure
- Reviews sponsor guidelines and system requirements
- Ensures expected terms and conditions will be acceptable, especially in regards to intellectual property and citizenship
- Reviews budgets for reasonableness and consistency with financial regulations
- Ensures all PIs are eligible to serve
- Reviews cost share
- Foreign activities are appropriate
- Subawards
- Ensures all necessary approvals are in place

REVIEW ELEMENTS Legend: y = OSP will Review	FULL REVIEW provided to OSP > 5 business days in advance	LIMITED REVIEW provided to OSP 3 or 4 business days in advance	NO REVIEW provided to OSP < 2 business days in advance
A. Sponsor Analysis/Review	y	y	
B. Consultation with Other Admin Offices	y	y	
C. Sponsor's Guidelines*			
1. Terms and conditions	y	y	
2. Limitations on number of applicants	y	y	
3. Submission method and deadline	y	y	
4. Certifications and assurances	y	y	
D. Form 10			
1. Form complete	y	y	y
2. Signatures present and correct	y	y	y
3. Data consistent with proposal	y	y	
E. PI Eligibility			
1. Form 5 for non-eligible PIs	y	y	y
F. Institutional, Federal, State Compliances			
1. Conflict of Interest/Commitment	y	y	y
2. Human Participants	y		
3. Animals	y		
4. Genetically Modified Organisms	y		
5. Radiation	y		
6. Biological Agents and Toxins	y		
7. Hazardous Materials	y		
8. International Activities	y		
9. Board of Trustees Approval	y	y	y
10. Renovation/Facilities	y		
11. Stem Cells	y		
12. Export Controls	y		
13. Background Intellectual Property	y	y	
G. Proposal			
1. Application package/form is correct	y		
2. Cover/Face Page	y		
3. Abstract or Project Summary	y		
4. Narrative/Research Plan/Scope of Work	y		
5. Bibliography/References	y		
6. Curriculum Vitae/Biosketch	y		
7. Other Support	y		
8. Budget & Budget Narrative/Justification	y	y	
9. Inclusion of appropriate F&A and benefits rate	y	y	y
10. Resources & Facilities	y		
11. Current and Pending Support	y		
12. Appendices/Supplemental Documents	y		
13. Subcontract Plan/MBE/WBE	y		
H. Subaward Proposal			
1. Letter of Commitment	y	y	y
2. Scope of Work	y	y	
3. Subaward Budget	y		
4. Negotiated Rate Agreement	y		
5. Subrecipient and Contractor determination	y		
I. Data Security Plan (if applicable)	y		
J. IP Management Plan (if applicable)	y		
K. Technology Control Plan (if applicable)	y		
L. Related Agreements Review (if applicable)	y		



***Navigating
research resources
across Cornell.***

Research | Development

Research Concierge

- The Research Concierge Service managed by the Research Development team offers individual consultations to help new faculty members develop their strategic research plans.
- We also help with:
 - ✓ Navigating Cornell's research processes, requirements, forms, and systems
 - ✓ Identifying and evaluating funding opportunities
 - ✓ Connecting with institutional resources
 - ✓ Sourcing potential collaborators
 - ✓ Transferring existing grants from a previous institution
- Make an appointment to meet with our RD team by visiting our website: <https://researchservices.cornell.edu/research-concierge>. Our office hours are 11:30 – 1:30 on Wednesdays and 1 – 4pm on Thursdays.
- Email with questions: ovpr_concierge@cornell.edu



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Making the Most of Your Concierge Meeting

- ✓ Be able to describe your work in lay audience.
- ✓ Do you have clear research questions you want to answer with your research?
- ✓ Who are your ideal funders?
- ✓ Is your lab ready?
- ✓ How are you going to staff your lab?
- ✓ What are your education goals?
- ✓ Have you thought about broader impacts?
- ✓ What's your research timeline?
- ✓ Do you have any collaborations in mind?
- ✓ Have you prepared a research one-pager?



*Bringing tangible benefits
from research enterprise to
society.*

Research | Development

Broader Impacts, Broadening Participation, Education, Partnerships

We provide a variety of NSF Broader Impacts resources and services for all Cornell faculty including individual project design consultations, faculty workshops, partnership connections, grant writing support and review, as well as up-to-date information on the state of Broader Impacts from national leaders and policy makers.

Resources: <https://researchservices.cornell.edu/resources/nsf-broader-impacts-resources>

Office Hours: Tuesday morning 9 – 11 am and by arrangement
Tools: BI Identity, Campus & Community Partners List, Case Studies, Annual Partnerships Forum



***Connecting you with the right
sponsor for your research.***

Research | Development

Locating External Funding Opportunities



Searchable databases:

<https://researchservices.cornell.edu/proposal/Find-Your-Next-Funding-Opportunity>

Foundation Funding:

<https://researchservices.cornell.edu/resources/foundation-funding>

Internal Funding:

<https://researchservices.cornell.edu/resources/internal-funding-faculty-postdocs-students>

Early Career Funding:

<https://researchservices.cornell.edu/resources/early-career-funding>

Limited Submissions:

<https://researchservices.cornell.edu/resources/limited-submissions>



*Start moving your research
forward.*

Research | Development

Funding Opportunity Database

- Free, full access for Cornell faculty and staff
- Create account and profile with your Cornell NetID email
- Individualized funding alerts
- How to video: <https://www.youtube.com/watch?v=fb9WOvn2Yh8>

Create an Account on Grant Forward



To create an account using the form below, your institution or organization should be [subscribed](#) to Grant Forward. Click here to see if your institution is a subscriber.

You can also create an account if your institution or organization has **trial** access to Grant Forward.

Email

By entering the email that your institution provided and selecting "Institution Member", we can find out whether or not your institution is a subscribing institution.

Password

Confirm Password

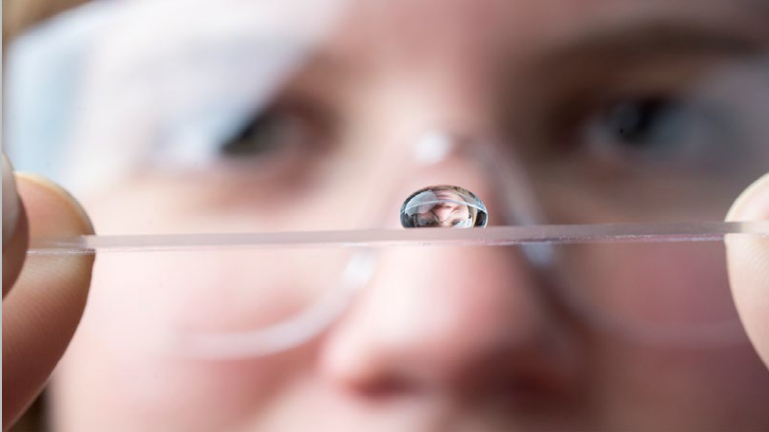
Account Type

Institution Member ▾

Institution Name

Create my Account





*Funding opportunities that
limit the number of
applications from one
institution.*

Research | Development

Limited Submissions

What is a Limited Submission (LS)?

- A funding opportunity in which **Cornell** (not an individual PI) is limited in the number of nominations or proposals/applications it may submit to a sponsor

Where are LS opportunities posted?

- CU-RES email list: <https://researchservices.cornell.edu/resources/join-research-mailing-lists-list-servs>
- Cornell InfoReady Review website: <https://cornell.infoready4.com/#osp>
- Limited Submissions webpage: <https://researchservices.cornell.edu/resources/limited-submissions>



Explore & Apply to
Limited Submissions
Internal Competitions

CornellResearch

InfoReady Review

Log In Help

OSP CALENDAR

Office of Sponsored Programs and Research Development

The Office of Sponsored Programs and Research Development (OSP) oversees the administration of sponsored programs at Cornell University including sponsored research, instruction, and extension. Grant and Contract Officers (GCOs) in OSP are authorized to sign and submit proposals to sponsors, and only GCOs are authorized to negotiate and sign awards, contracts, incoming material transfer agreements, non-disclosure agreements, and restricted access datafiles for Cornell sponsored projects. More information is available at Cornell Research Services.

Some sponsors limit the number of nominations/applications Cornell may submit to a program. The Research Development team manages internal competitions for these Limited Submission opportunities. The Faculty Senate's Research Advisory Committee reviews the applications received and selects submissions to go forward. Learn more at [Limited Submissions webpage](#). Note: Weill Cornell has its own limited submissions process for its faculty.

Limited Submission (LS) Competitions

Welcome to Cornell's web-based platform for LS competitions. On this page is a listing of active internal competitions for LS funding opportunities.

New users must log in to set up their account before uploading their first application to the system. Click Log In in the above right-hand corner of this page. Then click the Cornell University Login button and use your Cornell netID.

LS opportunities are regularly announced via the [CU-RES-ADMIN-L listserv](#).

For general questions about LS funding and internal competitions, email [Limited Submissions](#).

Contact Research Development for assistance with proposal advancement, including but not limited to:

- Sponsor-specific proposal strategies;
- Managing submission schedules;
- Identifying campus expertise and resources;
- Liaising between your proposal team and OSP

Note: Weill Cornell has its own limited submissions process. WCM faculty should **NOT** apply to competitions on this website and must contact [Florencia Marcucci](#) at fm4001@med.cornell.edu.

Search:

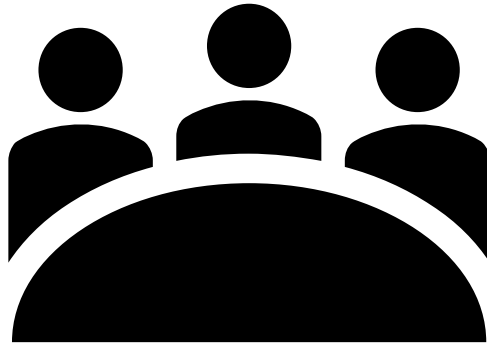
Title	Due Date	Organizer	Category	Award Cycle
		All	All	All
NIH NIDA Coordinating Center for the HIV/AIDS and Substance Use Cohorts Program (U24 - Clinical Trial Not Allowed)	01/3/2022	OSP	Limited Submission	2021
Camille Dreyfus Teacher-Scholar Awards Program 2022	11/30/2021	OSP	Limited Submission	
National Institutes of	11/30/2021	OSP	Limited	January Cycle

The Limited Submission Process

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Limited Submissions

- How are Limited Submissions managed?
 - RD and OVPRI coordinate internal process and competitions
 - An internal competition is announced
 - Applicants must apply online via InfoReady Review
- What is the process for selecting Cornell's candidates?
 - No. of internal applications > submission limit = internal review by Research Advisory Committee (RAC)
 - Competition deadline to applicants notified of outcome = typically two weeks
 - Weill Cornell Medicine has separate process and competitions, but several shared with Cornell Ithaca (e.g., Pew Biomedical Scholars)
- Some exceptions to general process (e.g., Sloan Research Fellowships: depts. manage own internal selection)



*Ensures strongest candidates with
best chance of success move
forward*

Research | Development

Research Advisory Committee

- Provides advice to VPRI on issues relating to the University research enterprise
- Reviews limited submission competitions and advises on top candidates
- Service opportunity for tenured faculty
 - 3-year term
 - Reviews ~20 limited submission competitions per fiscal year

<https://theuniversityfaculty.cornell.edu/committees/vice-provost-for-research-committees/research-advisory-committee/>



*Engaging with the
research community.*

Research | Development

Events

Throughout the year, RD hosts several events geared towards the research community.

- ❑ [Keck Research Program Grants Webinar](#) (Sept. 29)
- ❑ BI Identity & Design (Nov. 5)
- ❑ NSF CAREER Workshop series (Dec. 10 – May 19)
- ❑ [Write it Right series](#) (Nov. 19)
- ❑ [Grant Fellows Workshop series](#) (Fall 2022)

Previous trainings can be viewed on our [Grant Writing and Training Resources](#) page or on our [YouTube channel](#).

Research | Development



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osp@cornell.edu](mailto:proposal-adv-osp@cornell.edu)

Questions?

Join Our Mailing List

To subscribe: send email to cu-res-admin-L-request@cornell.edu

Subject line of email: type the single word *join*.

Message body: must be blank (no signature).



Carmel Lee



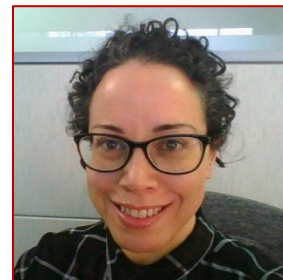
Josephine Martell



Tiffany Fleming



Gayle Fagan



Liz Diaz

RD Website: <https://researchservices.cornell.edu/research-development>