Engineering Research Seminar Series
Presents

DER Is Here to Help
Brought to you by DER

This seminar will focus on services within the Division of Engineering Research, and all of the various ways we can help you increase your sponsored research expenditures. We look forward to seeing you there!

Tuesday, September 17th at 12:00 pm | Lunch will be provided!
Location: Engineering Building Deans Conference Room, 3405

Led By:
Kell Martin, Director of DER

For more info please contact: Max Gates @ gatesmax@msu.edu
DER IS HERE TO HELP!

Kelli Martin, Director  
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College of Engineering  
Michigan State University  
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517-353-9492  
Kelli@egr.msu.edu  
https://www.egr.msu.edu/der/
Dr. John Verboncoeur  
Associate Dean for Research & Graduate Studies

<table>
<thead>
<tr>
<th>College Research Strategy</th>
<th>Faculty Research Development</th>
<th>Research Operations</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Vice President for Research</td>
<td>• Develop research ideas</td>
<td>• Proposal processing</td>
</tr>
<tr>
<td>• Chairs</td>
<td>• Develop funding sources, meet with program managers</td>
<td>• Export control</td>
</tr>
<tr>
<td>• Government Affairs, Federal and State funding outlook</td>
<td></td>
<td>• Global research</td>
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<tr>
<td>• Corporations</td>
<td></td>
<td>• Fee for service</td>
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<tr>
<td>• College wide initiatives (e.g. Mobility, SmartAg)</td>
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<td>• Research compliance: Conflict of interest, Outside work for pay</td>
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<td></td>
<td></td>
<td>• Cost share, equipment</td>
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<tr>
<td></td>
<td></td>
<td>• Connections outside College, other institutions</td>
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<tr>
<td></td>
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<td>• Research policy</td>
</tr>
<tr>
<td></td>
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<td>• Research Centers</td>
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</tbody>
</table>
Export Control and Trade Sanctions

- Visa requests (students and visiting scholars)
- Export control: EAR and ITAR

Dan Segalman, Ph.D.
segalman@msu.edu
517-432-4462
3422 Engineering

http://www.egr.msu.edu/der/export-control-procedures
Export Control and Trade Sanctions

- Research outreach to industry, state government
- Special research projects and events

Brad Clark
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517-432-4693
2112 Engineering

https://www.egr.msu.edu/people/profile/clarkb2
Meet the Division of Engineering Research

Kelli

Andy

Robert

Max

Jacque

Jennifer

Ziba

Tyler

Krista

Sparty
Proposal Count by Month and Year

<table>
<thead>
<tr>
<th>Month</th>
<th>January</th>
<th>February</th>
<th>March</th>
<th>April</th>
<th>May</th>
<th>June</th>
<th>July</th>
<th>August</th>
<th>September</th>
<th>October</th>
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<th>December</th>
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<td>1</td>
<td>1</td>
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<tr>
<td>2018</td>
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<td>46</td>
</tr>
<tr>
<td>2019</td>
<td>35</td>
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<td>64</td>
<td>72</td>
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## Division of Engineering Research

<table>
<thead>
<tr>
<th>Role</th>
<th>Description</th>
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</thead>
</table>
| **Pre-Award Proposal Support** | Budget and proposal package preparation  
Compliance assistance with forms, transfers, patents, MTA, NDA, animals, human subjects, COI, environmental and health and safety,  
Export Control  
Liaison to MSU Business Connect, MSU Technology, Office of Sponsored Programs, Contracts and Grants Administration, Office of the Controller |
| **Fee for Service & Gifts**      | Proposal assistance, rate setting, billing, DY accounts, Liaison to Development office, gift letter, deposit gift checks |
| **Information Sharing**         | Weekly newsletter, funding database, DER Seminar series                                                                                                                                               |
| **Data & Reporting**           | In-progress report, proposals, awards, research expenditures, research facilitation allocation, cost share commitments                           |
Proposal Process

• DER helps the College of Engineering submit quality proposals with the highest probability of being reviewed and awarded.
• The timeline and process allows ample time for faculty to focus on writing the technical portion and DER and OSP to focus on ensuring compliance with funding agencies solicitations.

Big Idea
• PI submits PPF
• PI works with collaborators and Department Chair

Proposal Drafted
• DER reviews solicitation
• DER coordinates with OSP
• DER drafts budget with PI
• PI drafts proposal documents

Proposal Finalized
• PI completes technical documents
• PI receives cost-share approvals
• OSP approves budget
• DER routes for approval

Proposal Approved
• PI approves
• Co-PI approves
• Department Chair approves
• College of Engineering approves

OSP
• Final compliance review
• Proposal submission
## Proposal Timeline

<table>
<thead>
<tr>
<th>Business Days Before Submission</th>
<th>Proposal Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td>14</td>
<td>Principle Investigator (PI) completes Proposal Processing Form (PPF) PI notifies the department chair of any special considerations, e.g., cost share, space</td>
</tr>
<tr>
<td>5</td>
<td>Final budget, budget justification, and statement of work, <strong>all Non-Technical Documents to DER (including signed Subaward docs)</strong></td>
</tr>
<tr>
<td>4</td>
<td>Final Proposal (PD) routed for approval(s) to OSP</td>
</tr>
<tr>
<td>3</td>
<td>Proposal lapses to Late Status. OPS may not be able to provide compliance assurance.</td>
</tr>
<tr>
<td>1</td>
<td>Proposal lapses to At-Risk Status. OSP considers the proposal at-risk if all documents are not final and routing is not complete. <strong>At-risk proposals require approval from the Dean’s Office.</strong></td>
</tr>
</tbody>
</table>

**Special Note:** Other colleges may have stricter proposal deadline policies.
https://www.egr.msu.edu/der/form/division-engineering-research-proposal-processing-form
Kuali Coeus (KC) Research Administration System

https://kc.researchadmin.msu.edu/
Kuali Coeus (KC)
Research Administration System

Training resources: https://www.cga.msu.edu/PL/Portal/317/Training
Liaison to MSU Central Offices

- Vice President for Research and Innovation (VPRI)  
  https://vprgs.msu.edu/
- Office of Sponsored Programs and Contracts (OSP) and Grant Administration (CGA)  
  https://www.cga.msu.edu/
- University Research Organization (URO)  
  https://uro.egr.msu.edu/
- Business Connect (BC)  
  https://businessconnect.msu.edu/
- MSU Technologies (MSUT)  
  https://technologies.msu.edu/
- Controller’s Office  
  http://www.ctlr.msu.edu/
Office of Sponsored Programs (OSP)

- OSP is your extended team!
- Solicitation reviews to look for special requirements or unusual terms and conditions
- Compliance reviews at both the budget and proposal review/submission stages
- Liaison between agencies and PIs to complete *Just in Time* requests
- Proposal and Contract teams work together to make sure awards can be accepted
- Authorized signatures on submissions and awards
MSU Business-CONNECT

Part of an integrated approach to University engagement with the private sector

Thumbnail summary of MSU service offices:

**B-C:**
Industry SPONSORED RESEARCH

**MSU-T:**
Industry INVENTIONS

**OSP:**
Gov & Found’n GRANTS

**Advancement:**
Corp & Found’n GIFTS

**WHO:**
Works with whom?
DOING WHAT?
MSU Business-CONNECT

Part of an integrated approach to University engagement with the private sector

How do these offices work together?

- **Advancement**
  - Gifts

- **Business-CONNECT**
  - Research

**CORPORATE RELATIONSHIP**

Shared contacts, coordinated approach
MSU Business-CONNECT

Which MSU office is responsible for handling my Pre-Award Proposal?

Question: Who is the direct sponsor? (What entity will send checks to MSU?)

Industry*

Question: Who is the prime sponsor? (Is the direct sponsor receiving the money from another organization?)

Any organization that is NOT the Federal Govt.
- Business-CONNECT will handle your proposal

No prime funder; the industrial sponsor is providing the funds.
- Business-CONNECT will handle your proposal

Federal Grant† (e.g. SBIR/STTR)
- OSP will handle your proposal.

Federal Contract (e.g. SBIR/STTR)
- OSP will handle your proposal.

Not Industry

OSP will handle your proposal.

† B-C will work with OSP on contracts for GOALIs and IUCRCs.
Corporate & Foundation Relations

• Connecting corporations and foundations to the College of Engineering faculty and staff
• Matching MSU programmatic and institutional needs with corporate, foundation and other philanthropic interests

Jennifer Jennings
Associate Director
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517-432-6573
3536 Engineering

https://www.egr.msu.edu/people/profile/jjenning
Fee For Service

MSU Manual of Business Procedures: Section 315

- Fee-for-Service activities in academic settings generally encompass service projects for which an external client requests a deliverable generated using known practical applications of standard procedures and established theories, methods and standard experiments using special or unique MSU research capabilities.

- The results of such work are of specific interest to the client and normally involve a set fee according to a published rate schedule routinely charged to all potential customers, off-the-shelf tools and established protocols.

- Fee-for-service work does not require original, creative, or scholarly analyses or non-standard interpretation of data sets by MSU faculty, staff or students engaged in the work.
Data and Reporting

• How many proposals did I submit last year?
• What percentage of my proposals are late or at-risk?
• Was my proposal funded?
• What are my research expenditures for the past three years?
• How does the Research Facilitation Allocation work?
• How do I find all the proposals relates to autonomous vehicles?
• What proposals did Ford fund last year?
## Information Sharing

<table>
<thead>
<tr>
<th>Source</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Newsletter</strong></td>
<td>Proposal preparation resources (e.g. grant writing, NSF seminars) Funding Opportunities Faculty Features System Updates</td>
</tr>
<tr>
<td>(weekly)</td>
<td></td>
</tr>
<tr>
<td><strong>In-Progress Report</strong></td>
<td>All proposals, fee for service, gifts actively being worked on by Engineering Faculty</td>
</tr>
<tr>
<td>(weekly)</td>
<td>Weekly by email and linked in newsletter</td>
</tr>
<tr>
<td><strong>Website</strong></td>
<td><a href="https://www.egr.msu.edu/der/">https://www.egr.msu.edu/der/</a></td>
</tr>
<tr>
<td><strong>Seminars</strong></td>
<td>Seminars like today!</td>
</tr>
</tbody>
</table>
DER Newsletter

Past DER Newsletters:
https://www.egr.msu.edu/der/resources/msu#DERWeeklyNewsletter
**Funding Opportunities**

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**DER Funding Database:** [https://www.egr.msu.edu/der/funding-opportunities](https://www.egr.msu.edu/der/funding-opportunities)

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**From:** Thomas P. Martinson  
**Subject:** FY2020 Air Force Research Lab Summer Faculty Fellowship Program (SFFP) – Application Period Opens 1 September 2019

**Date:** Wednesday, 11 September, 2019 12:12

**To:** AFSTP.FMO <AFSTP.FMO@usaf.edu>

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**Greetings,**

The Air Force Office of Scientific Research (AFOSR) is pleased to announce that the U.S. Air Force Research Laboratory (AFRL) Summer Faculty Fellowship Program (SFFP) will start accepting applications for FY2020 on 1 September 2019 from qualified faculty members interested in conducting research at Air Force (AF) Research Labs/Centers. **Visit our site today to review FY2020 Research Program Objectives** and start coordinating with an Air Force Adviser in preparation for your application.

The AFRL SFFP is managed and administered by Systems Plus, Inc. ([www.sysplus.com](http://www.sysplus.com)) and offers hands-on exposure to faculty members (i.e., Assistant, Associate and Full Professor level) at U.S. colleges and universities to perform high-quality and meaningful research at AFRL Directorates, Air Force Test Centers (AFTC), the United States Air Force Academy (USAF Academy) or the Air Force Institute of Technology (AFIT) during the summer months (May through September) for an 8- to 12-week period. Research Fellows are highly encouraged to bring a graduate student with them for the research period.

Research Fellows use the facilities for full-time research in the sciences, technology, mathematics, and engineering fields engaging in challenging research at some of our nation’s most advanced laboratories and facilities. Information on all aspects of the program can be found on the AFRL SFFP website at [http://afrlsysplus.sysplus.com](http://afrlsysplus.sysplus.com). Interested applicants can find detailed instructions regarding eligibility, appointment requirements, the application process, etc., on the website and are encouraged to start applying early. All applicants who wish to obtain an AFRL SFFP fellowship must be U.S. citizens or Dual U.S. Citizens (Non-Eligibility Information Page for details). Qualified applicants may apply any time throughout the application process that will run from 1 September through 29 November 2019.

Faculty members from Historically Black Colleges and Universities, Minority Institutions, American Indian Tribal Colleges and Universities, and Hispanic Serving Institutions (HBCU/MI/TI/HSI) as designated by the U.S. Department of Education are especially encouraged to apply.

We are looking forward to receiving applications from qualified candidates.

Please direct any questions regarding the program to [AFSTP.FMO@usaf.edu](mailto:AFSTP.FMO@usaf.edu).

AFRL SFFP Program Office  
Systems Plus, Inc.  
Direct: 301-486-4332  
E-mail: AFSTP.FMO@usaf.edu

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**Webpage:**  
[AFRLsysplus.sysplus.com](http://AFRLsysplus.sysplus.com)  
[Contact Us](http://AFRLsysplus.sysplus.com/ContactUs.html)
Upcoming DER Seminars

- **Intro to KC and Medusa**
  September 24, 2019

- **Supporting Graduate Students**
  October 1, 2019 (tentative)

- **MSUT**
  October 22, 2019

- **Export Control**
  October 29, 2019 (tentative)

- **Data and Reporting**
  Date TBD

- **NSF**
  Date TBD

- **Foreign Influence (Dr. Paul Hunt)**
  Date TBD

- **Fee for Service**
  Date TBD

- **Ford** (Spring 2020)

- **Effort Reporting** (Spring 2020)

- **Academic Analytics** (Spring 2020)

Past DER Seminar Videos/Materials:
https://www.egr.msu.edu/der/training/seminar-schedule
Upcoming Seminar

Engineering Research Seminar Series
Presents
MSU-Technologies Seminar

Tuesday October 22nd from 12-1PM
Lunch will be provided!

Location:
Engineering Building
Dean’s Conference Room, 3405

The presentation will share how MSUT can facilitate the commercial development and public use of technologies and copyrightable materials developed by MSU faculty and staff. The team will explain resources available to move MSU’s technologies from the lab to the marketplace to improve lives and communities locally, regionally, and around the world. Presentation will include:

- Intellectual property or evaluating the commercial potential of each invention
- CDA/MTA, DUA MSU Technologies facilitates the processing of Material Transfer Agreements (MTA) and Confidential Disclosure Agreements (CDA) and Data Use Agreements (DUA) for MSU
- SBIR and STTR proposals

Bonus: Team members including Ray DeVito (Tech. Mgr.), Brad Shaw (Tech. Mgr.) and Richard Chylla (Exec. Dir.) will be present to answer questions.

MSUT website: https://technologies.msu.edu/
Division of Engineering Research (DER)

DER is located in the Engineering Building Room 2527

https://www.egr.msu.edu/der/  Proposals@egr.msu.edu

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• Tyler Lovell lovellty@msu.edu

Students: