

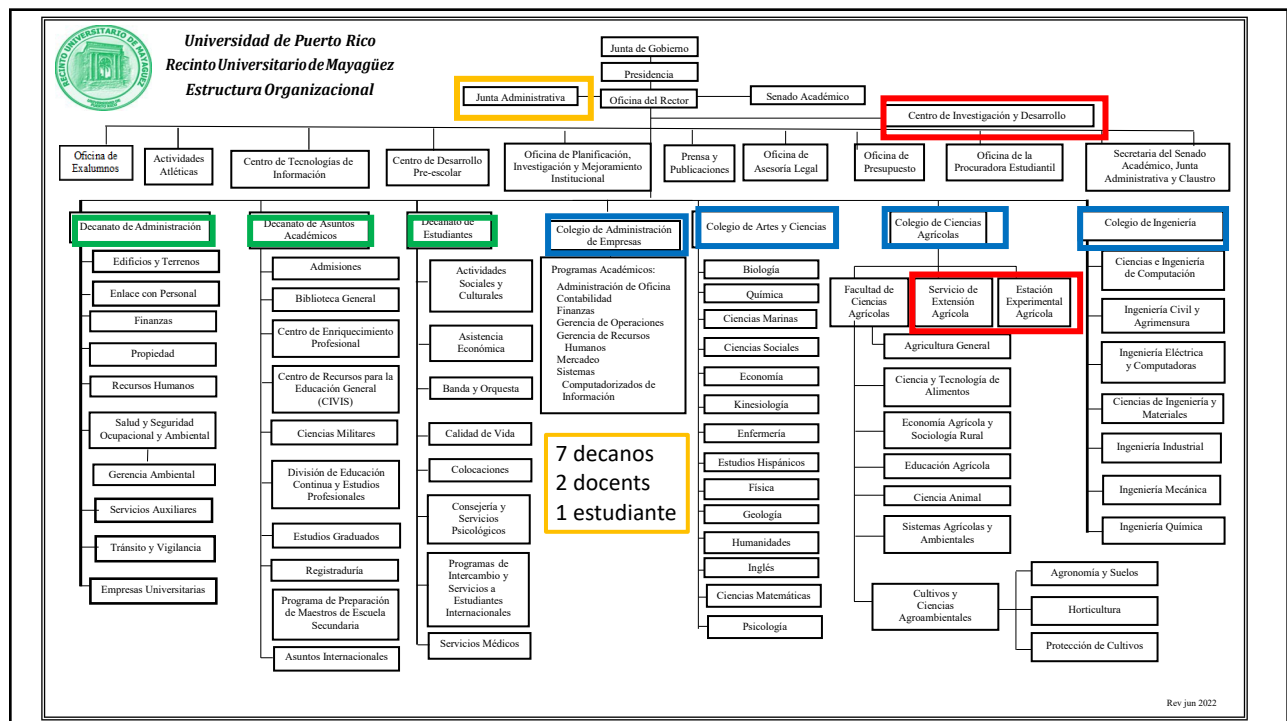
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Impulsando el Ecosistema de Investigación en el RUM: Oportunidades y apoyo desde la Oficina del Decano Asociado

Matias J. Cafaro
Associate Dean – College of Arts & Sciences

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Components of UPRM Research Ecosystem

- Special Advisor to the Chancellor for Research – Dr. Ingrid Padilla
- Research Academy – Dr. Ivette Cruzado
- Institutional Research Committee
- Comité Institucional de Asuntos Relacionados a la Investigación (CIARI)
- Centro de Investigación y Desarrollo (CID) – R&D Center
- Estación Experimental Agrícola (EEA) – Servicio de Extensión Agrícola (SEA)
- Centro de Negocios Universitario y Desarrollo Económico (CNDE)
- Plan de Práctica Intramural Universitaria en el Recinto del Mayaguez (Cert. JA 20-21 137)

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- **Dr. Ingrid Padilla**, Special Advisor to the Chancellor for Research, Innovation and Creative Endeavors
- **Dr. Matías J. Cafaro**, Associate Dean of Research, Arts & Sciences
- **Prof. Lucas Avilés Rodríguez**, Associate Dean and Subdirector EEA, Agricultural Sciences
- **Dr. Sylvia Rodriguez Abudo**, Associate Dean of Research, Engineering
- **Dr. Edgar Soto**, Associate Dean of Research, Business Administration

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Dean's Research Offices Mission

- Promote research, innovation and creative work among faculty members
- Mediate and **negotiate academic releases** for externally funded projects and other institutional academic activities
- Facilitate researchers to carry out research, innovation and creative work projects
- Distribution of seed funds (if available) for new projects
- Coordinate and disseminate research and products of our faculties
- Support projects of graduate students and their mentors
- Represent the faculties in the Graduate Council

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Where to start?

- Before you invest a lot of time and energy into developing any proposal, you should define what your goal is:
 - **Seed funding to obtain preliminary data?**
 - Go for internal funding, smaller foundation or professional association grants
 - Go for a new/early investigator type grant
 - It might be worth waiting a year to get one or two publications under your belt to document your expertise in the area
 - **Do you already have publications and preliminary work in the area you are proposing?**
 - Then circumstances are right for a Federal grant proposal



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- Identify your research agency/funding source
 - Subscribe to newsletters
 - UPR Central Administration – published opportunities
 - Local support:
 - PRST: <https://prsciencetrust.org/research-grants-program/>
 - HUMA PR: <https://fphpr.org/subvenciones/>
 - Some examples of Federal agencies: www.grants.gov
 - NASA: <https://nspires.nasaprs.com/external>
 - NSF: <https://new.nsf.gov/funding/getting-started>
 - NEH: <https://www.neh.gov/grants/listing>
 - NOAA: <https://research.noaa.gov/partnerships-funding/>
 - **FUNDFIT** - <https://app.fundfit.ai/login/>

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FUNDFIT
<https://app.fundfit.ai/login/>

The screenshot displays the FUNDFIT app interface. At the top, there's a navigation bar with the 'STREAMLYNE FundFit v2.3.1' logo and icons for Notifications, Logout, and Edit Profile. The main section is titled 'Opportunity Search' and shows a search bar with the text 'E.g: Information "data science" "data integration"'. Below the search bar, it indicates 'Search Results 1 - 10 (100 total)'. On the left, there's a 'Customize Search' sidebar with various filters like Deadline, Amount, Status, Sponsor Types, Grant Types, and Submission Type. The main content area displays a list of search results, with the first one being the 'POSNA Research Start-Up Grant'. This entry includes a description of the grant, a 'Match Researchers' button, and tabs for Amount, Deadlines, Eligibility, and Submission Info. Below this, another entry for 'AACR-MPM Oncology Charitable Foundation Transformative Cancer Research Grants' is partially visible.

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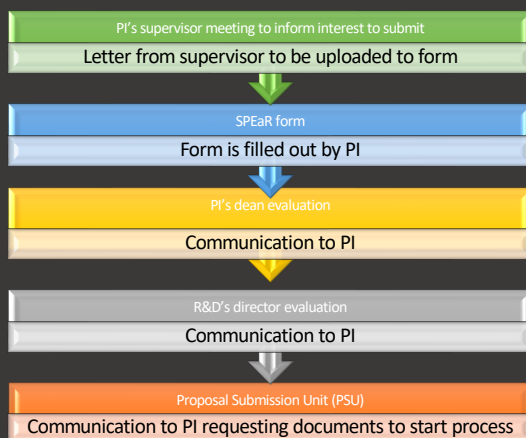
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You identified the call for proposal, what's next?

1. Identify your needs for the project.
2. Discuss your needs and time commitments with **Department Chair** as soon as they identify new funding, awards, and fellowship opportunities. It is important that the department commits to redistributing the academic load **BEFORE** submitting a proposal.
3. Make an appointment with the **Associate Dean for Research** to discuss needs for the project and institutional commitments as soon as possible (i. e. when considering submitting a proposal).
4. Depending on the funding source, decide what route to use:
 - i. **Main Campus SRO office that submits proposals is the R&D Center (CID).**
 - ii. Federal Department of Agriculture (USDA) through Agricultural Experiment Station (EEA) (researchers associated with Ag Sciences-only).
 - iii. University Intramural Practice (PPIUM).

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Steps for submitting a proposal to CID



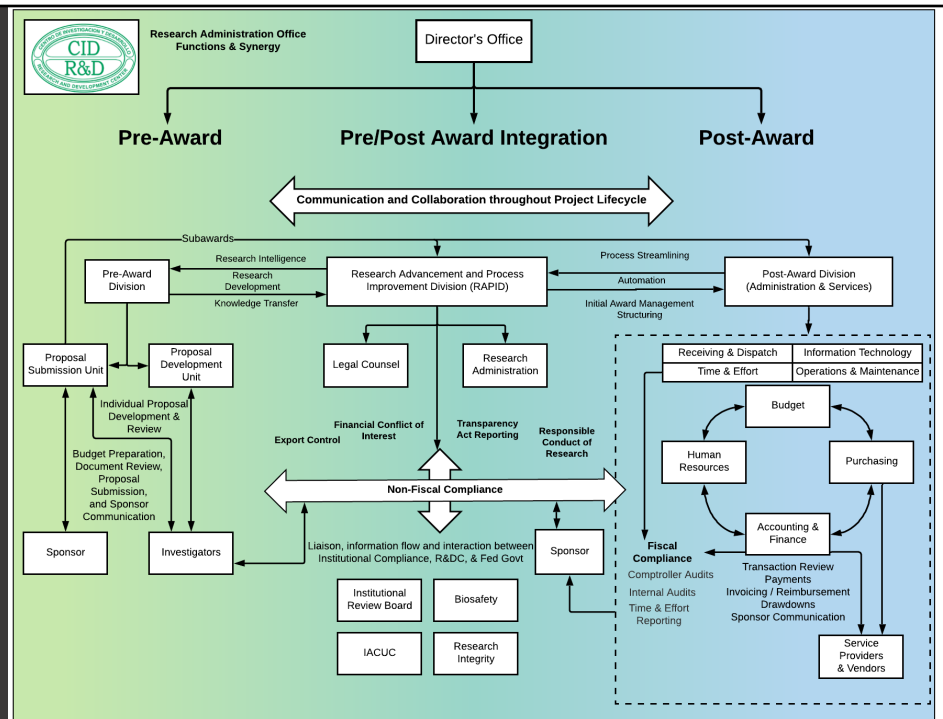
1. Identify needs, commitments and institutional support
2. Get all your commitments in writing (letters from directors, Deans, Chancellor, etc.)
3. Negotiate your release time
4. Complete the SPEaR form for Research Deans (letter of intent)
5. Get approval to submit your proposal to PSU

SPEaR - Submission and Proposal Evaluation and Review

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**Centro de
Investigación y
Desarrollo (CID)
R&D Center**

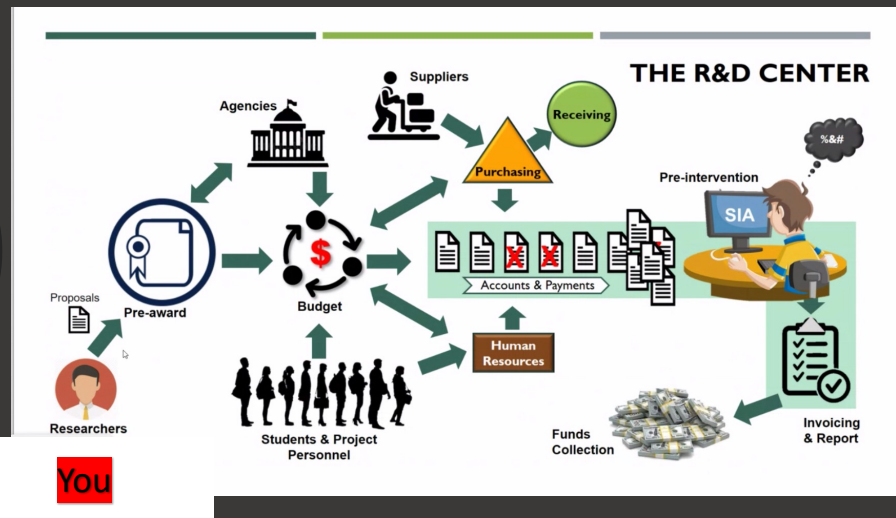
<https://www.uprm.edu/cid/>



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**Centro de
Investigación y
Desarrollo (CID)
R&D Center**

<https://www.uprm.edu/cid/>



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Work WITH the CID staff

1. Contact the Proposal Submission Unit (PSU) (psu@uprm.edu)
2. Submit **Proposal Intake Form** (<https://www.uprm.edu/cid/psu/#PSUFaq4>) at PSU. Pre-award service agreement and compliance screening questionnaire
3. Request an appointment with the Research and Development Center (CID) to start the process in the platform (StreamLyne Research)
4. Work with CID staff to prepare your proposal, especially the budget
5. Entire proposal ready **10 business days before** due date. If subawards included 15 business days

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Proposal submission: *StreamLyne Research*



Welcome to Streamlyne. Please select your log-in method.

Log in with SSO

Log in using a local Streamlyne Research user

UPR									
Currently signed in as: <i>initiat collon</i>									
Streamlyne									
Main Menu Identity Reporting									
Outbox									
Action	Id	Type	Title	Route Status	Delegator	Date Created	Group Request	Delete Item	Log
	3844	Proposal Development Document	A NIR Spectroscopic; Proposal No. 3; PI Rodolfo Romanach; Sponsor: Avara Pharmaceutical Services; Due Date: 07/21/2023;	ENROUTE		03:48 PM 07/10/2023	Unit Approver Type College Unit Number 300		
	3856	Proposal Development Document	Multifunctional Zec; Proposal No. 6; PI Joselyn Del Pilar Albaladeo; Sponsor: Battelle Savannah River Alliance, LLC; Due Date: 07/21/2023;	ENROUTE		10:06 AM 07/14/2023	Unit Approver Type College Unit Number 300		
	3812	Proposal Development Document	Collaborative Resear; Proposal No. 21; PI Alondra Diaz Lametio; Sponsor: National Science Foundation; Due Date: 08/30/2023;	FINAL		12:03 PM 08/18/2023	Unit Approver Type College Unit Number 300		
	3827	Proposal Development Document	Landslide Hazard Sc; Proposal No. 22; PI Kenneth Hughes; Sponsor: Puerto Rico Science and Technology Trust; Due Date: 08/15/2023;	ENROUTE		02:41 PM 08/21/2023	Unit Approver Type College Unit Number 300		
	3818	Proposal Development Document	Puerto Rico Realitie; Proposal No. 23; PI Marcel Castro Stricker; Sponsor: Interstate Renewable Energy Council; Due Date: 08/23/2023;	FINAL		03:33 PM 08/21/2023	Unit Approver Type College Unit Number 300		
	3829	Proposal Development Document	NRI: Empowering stu; Proposal No. 24; PI Umberto Ciri; Sponsor: University of Texas at Dallas; Due Date: 08/21/2023;	ENROUTE		10:27 AM 08/22/2023	Unit Approver Type College Unit Number 300		

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Funding applications

Specialized consultations related to:

- Registration of ORCID (Open Researcher and Contributor Identifier) and updating your record
- Creation of Biographical Sketch via SciENCv (Science Experts Network Curriculum Vitae)
- Development of Data Management Plans
- Plagiarism Detection Software
- Open Access and Data Sharing Policies and Mandates
- Authorship and Publication

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Spaces available

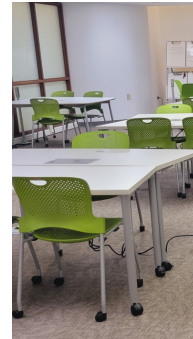
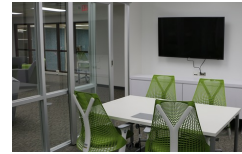
- Collaborative spaces to meet with colleagues to design and write proposals.
- After careful consideration and negotiation, space can be included in the *Facilities, Equipment, and Other Resources* section.

Contact Details

Phone 787-832-4040 x. 2309 & 5900

Web <https://libguides.uprm.edu/gric>

Email gric@uprm.edu



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Basic Grantsmanship

- Write to your audience: each agency represents a different audience based on their **agency mission and priorities**
- Be clear and concise
- Use a mix of lay and technical language (avoid jargon, but use their terminology)
- Be well organized
- In general, 3rd person is preferred by reviewers
- Background/literature review—make sure that you know exactly what is happening in your field
- This is a **persuasive argument**—sell your idea
- **Do not wait until the last minute!** Well written proposals take time to develop and revise

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Before you begin

- Your proposal needs to have a strict **outline** that starts with the specific granting agency guidelines
- Use **bolded sub-headings** representing agency defined requirements to help break-down the outline—then fill it in with your information
- Important to **use the agency's own terminology** for these sub-headings and in the narrative
- Remember to follow page limits and **formatting requirements** (font size and type, line spacing, etc.)
- Determine the **budget first** to know what you can accomplish in your goals—do not promise to do more than time and money allow!

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Agency Specific Grant Proposal Guides (GPG)

- The funding opportunity announcement (RFP, NOFO) is the **BIBLE** when it comes to directions for writing your proposal
- Sometimes the only direction that they will give you is to refer to the "Grant Proposal Guide" for the agency on how to prepare the narrative (e.g. NSF PAPPG)
https://www.nsf.gov/pubs/policydocs/pappg22_1/index.jsp
- These guides are long (often several hundred page)—be prepared to search the document to find the area that talks about narrative preparation

Agency Cover Sheet

Project Summary

Project Narrative

Introduction

Goals/Objectives

Methodology

Timetable

Potential problems & alternative strategies

Evaluation Plan

Facilities & Equipment

Budget & Budget Justification

References Cited

Biographical Sketch

Current & Pending Support

Supplementary Documentation

Other: Intellectual Property/Tech Transfer; Project Management Plan; Post-Doc Mentoring Plan; RCR Plan, Data Management/Sharing

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Key Points for Successful Grant Writing

1. Start early!
2. Get institutional support
3. Select topic carefully
4. Provide preliminary Data/Results
5. Include valid, developed, sound methods & procedures
6. Fit the established format
7. Proposal must be well organized and complete
8. Keep peer review & selection in mind
9. Proposal writing is hard work!

If at first, you don't succeed...Try again!

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First things first

- Always start off by stating your project's overarching goal, hypothesis, and targeted objectives
- Program officers want to see exactly what your project is about in the first paragraph—if they have to wait until the end of a rambling 2 pages of introduction before seeing this, they may stop reading.
- Objectives should be hypothesis driven (designed to test and support your hypothesis)

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Get to know your program officers

- As soon as you know what program or directorate of an agency that you want to apply to, start communication with the **Program Officer** (PO or PD)
- Ensure that your idea aligns with program focus
- Recommend a specific review group to add
- They can act as your advocate in the review process
- Start by emailing them, send a white paper (2-page) or brief description of what you want to do

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Goals vs. Objectives

GOALS:

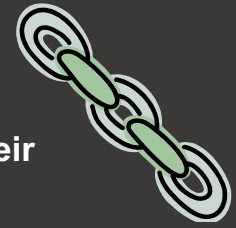
- Overarching, Long-Range direction
- Broad statement of targeted outcome

OBJECTIVES:

- Break goal down into smaller, definable units
- Provide specific, measurable actions to achieve the goal

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Writing effective objectives



Objectives also cannot depend upon one another for their completion.

1. We will synthesize protein Y for the first time in history
2. Then we will take protein Y and analyze it for compositional changes
3. Then we will insert protein Y into capsid C to cure skin cancer

Since the rest of the experiment is contingent upon a risky procedure—all is lost if objective 1 fails

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Writing effective objectives

Make sure that they are **SMART**! (www.cdc.gov)

S—Specific
M—Measurable
A—Achievable
R—Realistic
T—Time Bound

Objectives that are not SMART invite reviewer criticism such as:

“The scope is too ambitious”

“It is not clear that the applicant can complete the objectives in the given time frame”

“The objectives are not easily measurable, resulting in speculative outcomes”

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Vague, poorly written objective	Well-written objective
To educate 30 patients about diabetes self-care.	By the end of the first year of the project, 30 low-income diabetic patients aged 65 or older will attend a series of 3 hour-long diabetic self-care trainings and will show improvement in knowledge regarding self blood glucose monitoring, insulin administration, and diabetic nutrition as measured by pre- and post-test survey.
Does not address:	
Who is involved?	
What are the desired outcomes?	
How will success be measured?	
When will the outcome occur?	

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One more note regarding your objectives

- Make sure to link your objectives back to the goals and objectives of the agency and program that you are applying to in your narrative
- Example:

Our goal is to decrease bovine mortality due to mastitis, *in line with the USDA NIFA Basic Research program goal of improving animal health by decreasing the incidence of common diseases.* To achieve this goal, we have designed the following specific objectives...

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You submitted your proposal, then what ?

1. Agency rejects or **awards** your project
2. PSU receives notification and conditions of the award
3. **PI starts the process of requesting account creation**
4. CID budget office creates your account in UFIS and FRS
(two numbers)

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With account number you start your project:

- Hire personnel (Human Resources)
- Request your release time or buy-out
- Process tuition payments for students
- Assign research assistantships
- Pay administrative staff
- Purchase stuff (requisicion and PO)
- Service contracts
- Travel requests
- Other processes for your project

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- Awards are made to the INSTITUTION
- The PI executes the project
- The University puts the money forward; hence, it is university money subject to ALL regulations of UPR

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Thank You !

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