

Grants Services Office Annual Report • January 1–December 31, 2017

This report provides an overview of research activity within the College and the services provided by the Liberal Arts Grants Services Office between January 1 and December 31, 2017. Comparison to previous years shows continuous growth in grant activities in the College—grant support is a lifeline for our research community, and we are proud to constitute part of the infrastructure that facilitates the success of our faculty, graduate students, and research staff.

GRANT EXPENDITURES AND INDIRECT COSTS

| | Calendar Year 2017 | Calendar Year 2016 | Calendar Year 2015 |
|---|--------------------|--------------------|--------------------|
| Total Generated Expenditures | \$22,858,586 | \$20,439,981 | \$21,466,888 |
| Total Generated Indirect Costs | \$5,054,856 | \$4,076,816 | \$3,840,235 |

GRANT PROPOSAL OVERVIEW

In 2017, the Liberal Arts Grants Services Office reviewed and submitted 97 proposals working with faculty, staff, and graduate students, which resulted in a 48% success rate.¹

| GRANT PROPOSALS | Submitted | Declined | Awarded |
|-----------------------------|-----------|----------|----------|
| Faculty & Staff: | 63 | 32 | 31 (49%) |
| Graduate Students: | 34 | 18 | 16 (47%) |
| Total: | 97 | 50 | 47 (48%) |

GRANT PROPOSALS BY SPONSOR

In 2017, the Liberal Arts Grants Services Office assisted faculty and students with grant proposal submissions to a variety of organizations. The majority of proposal submissions went to federal agencies including the National Science Foundation (NSF) and the National Endowment for the Humanities (NEH).²

- U.S. Government (44%)
- U.S. Foundations & Non-profits (33%)
- U.S. Universities (9%)
- State of Texas (5%)
- International Foundations & NGOs (5%)
- International Universities (2%)
- International Government (2%)

¹ This figure does not represent all grant proposals and submissions within the College, as it excludes applications facilitated by College research units with in-house grants and contracts specialists. Units submitting independently include the Teresa Lozano Long Institute of Latin American Studies (LLILAS), the Department of Middle Eastern Studies, the Center for Perceptual Systems, the Population Research Center (PRC), the Department of Psychology, the Institute for Urban Policy Research & Analysis (IUPRA), and the Latino Research Initiative (LRI). Our office provides support to these units on a need basis, but the submission is done in-house.

² College research units noted in footnote 1 submitted an additional 54 grant proposals to the National Institutes of Health (NIH).

POST-AWARD ACTIVITY

Within a grant's life cycle, the principal role of the Liberal Arts Grants Services Office is to support grant proposal development and submission. In addition, significant effort is also committed to providing guidance to grant award recipients and their departments on matters referred to as "post-award." These activities vary but largely include working with faculty, OSP, departmental staff, and sponsors to facilitate backdoor awards, monitor account set-up, and assist with project-period extension requests.

OUTREACH AND TRAINING ACTIVITIES

Liberal Arts Grants Digest

The Liberal Arts [Grants Digest](#) provides access to funding opportunities appropriate for College faculty, graduate students, and research staff. Each week, our office emails the Grants Digest to nearly 600 subscribers and posts it weekly on the [office's website](#). Grants Services is grateful to office intern and Linguistics PhD student Grace Neveu for her support in successfully maintaining the online grants digest and weekly emails during the fall of 2017.

Website

The Liberal Arts Grants Services [website](#) is a popular resource for College faculty and graduate students with over 3,000 visits in 2017. The site makes available a variety of resources for grant proposal development, including funding opportunities, proposal submission timelines, grant guidelines and several toolkits. These resources are continually updated to reflect the most recent opportunities and federal guidelines.

Meetings with Faculty, Staff, and Graduate Students

Throughout 2017, the Grants Services staff met with nearly 70 members of the College research community and provided phone consultations and email correspondence to assist with questions and ideas related to the grant application and proposal submission process. Topics frequently discussed include identifying project-specific funding opportunities; establishing proposal preparation timelines; budget preparation, best practices in grant application submissions, unique sponsor requirements, and University policies.

Research Support Network

Our office founded the Liberal Arts Research Support Network (RSN) in 2012 for departmental research administrators and staff with the goal of creating community, cooperation, and consistency in grant practices throughout the College. The Liberal Arts Grants Services Office hosts the annual RSN meeting to discuss grant related matters and share information. This year's meeting took place on November 30, 2017, and focused on post-award activities and best practices. Nearly thirty College research professionals attended. The meeting featured speakers were Angela Adair, Michael Howell, and Laura Ochoa, Senior Grants and Contracts Specialists from the Office of Sponsored Projects, and department administrator Nhi Nguyen from European Studies.

Workshops

In an effort to promote and support a grant-seeking culture within the College of Liberal Arts, the Grants Services Office provides education and training workshops to faculty, graduate students, and research staff. The workshops equip participants with the necessary tools for proposal preparation and compliance with UT-Austin's and the granting organization's policies and procedures. In 2017, we hosted three workshops that included two College-wide sessions and one class presentation on National Science Foundation Doctoral Dissertation Research Improvement Grants (over 50 graduate students attended), and a "how to" for twelve faculty members on submitting proposals at UT-Austin. In 2018 we began offering faculty workshops in targeted departments with the goal of increasing faculty exposure and participation.

Humanities Research Award and Symposium

The Humanities Research Award (HRA) was established in 2009 by the COLA Dean's office to support faculty in their efforts to bring an in-progress humanities research project to completion. The Grants Services Office assists with the annual award application process and the biennial symposium. In 2017, seventeen applications were submitted and eleven were awarded, totaling \$165,000. Faculty recipients presented at the HRA symposium on March 10, 2017, in the Student Activity Center.

Faculty Commitments Roundtable Discussion

On May 9, 2017, the Liberal Arts Office of Research and Graduate Studies coordinated a roundtable discussion with central and College administration on the many and sometimes challenging intersections related to faculty appointments (e.g., effort, course load, leaves of absence, and prior approval requests). Representatives from the Provost's Office, Office of the Vice President for Research, Office of Sponsored Projects, the College of Liberal Arts Dean's Office, and College units collectively discussed ideas, best practices and policies to improve how the College addresses faculty commitments, both centrally and within units.

STAFF PROFESSIONAL DEVELOPMENT

The Grants Services staff attended multiple professional development workshops throughout 2017, all of which increase staff knowledge and skills in research administration. These included the Society of Research Administrators International Annual Meeting in Vancouver, Canada; the National Council of University Research Administrators Region V Meeting in Tulsa, Oklahoma; events conducted by UT-Austin's Office of Sponsored Projects; and monthly meetings of the Association of Research Administrators at UT-Austin.

ASSOCIATION OF RESEARCH ADMINISTRATORS

The [Association of Research Administrators](#) (ARA) at The University of Texas at Austin was founded in January 2017 by University research administrators Anise Hawkins (College of Natural Sciences), Liz Kogan (College of Education), Cory Davis (College of Pharmacy), and Vanessa Lopez (College of Liberal Arts). The primary purpose of ARA is to unite and strengthen research administration on campus while advancing the research mission at UT-Austin. The College contributed significantly to this growing campus-wide support network, through the steadfast leadership of founding member Vanessa Lopez, Senior Grants and Contracts Specialist, as well as financial support from UT-Austin's Associate Deans for Research, led by Dr. Esther Raizen, Senior Associate Dean for Research and Graduate Studies. To date, ARA comprises nearly 200 members and thirty professional committee members. Monthly ARA meetings provide essential information and presentations from featured speakers that enhance professional knowledge, skills and effectiveness. ARA also recognizes outstanding research administrators with annual merit awards supported by both ARA and the Vice President for Research Office.

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