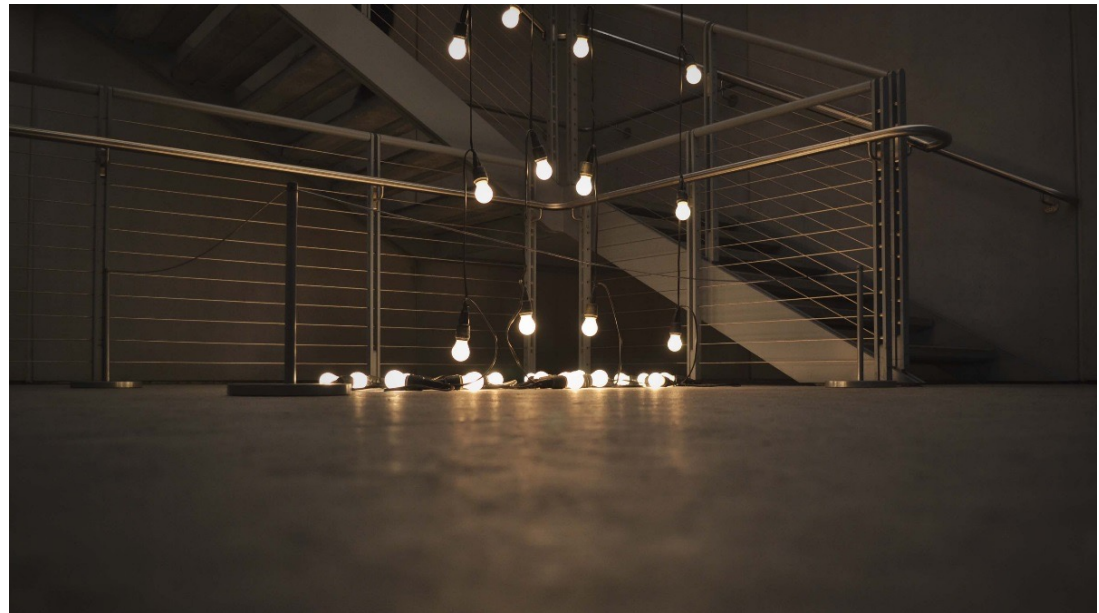


Introduction to Contracts and Grants

Presented by:
Office of
Contracts and
Grants



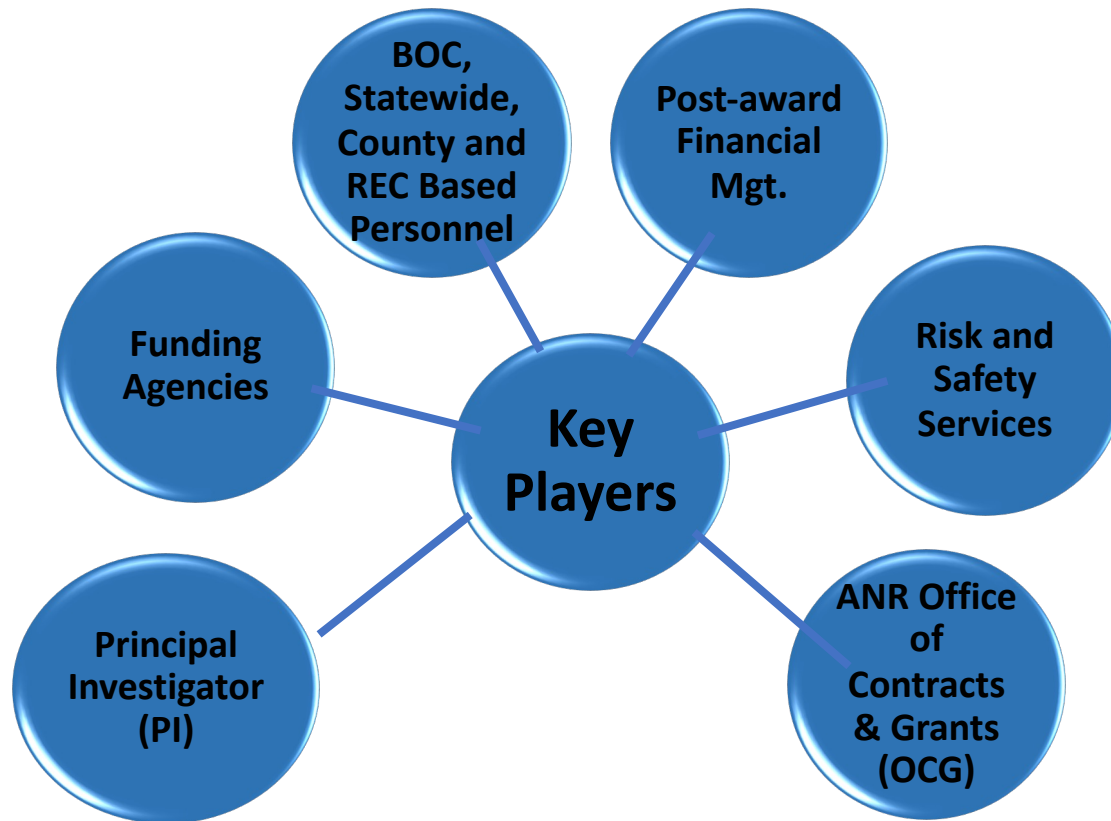
 **University of California**
Agriculture and Natural Resources

Why does ANR need OCG?

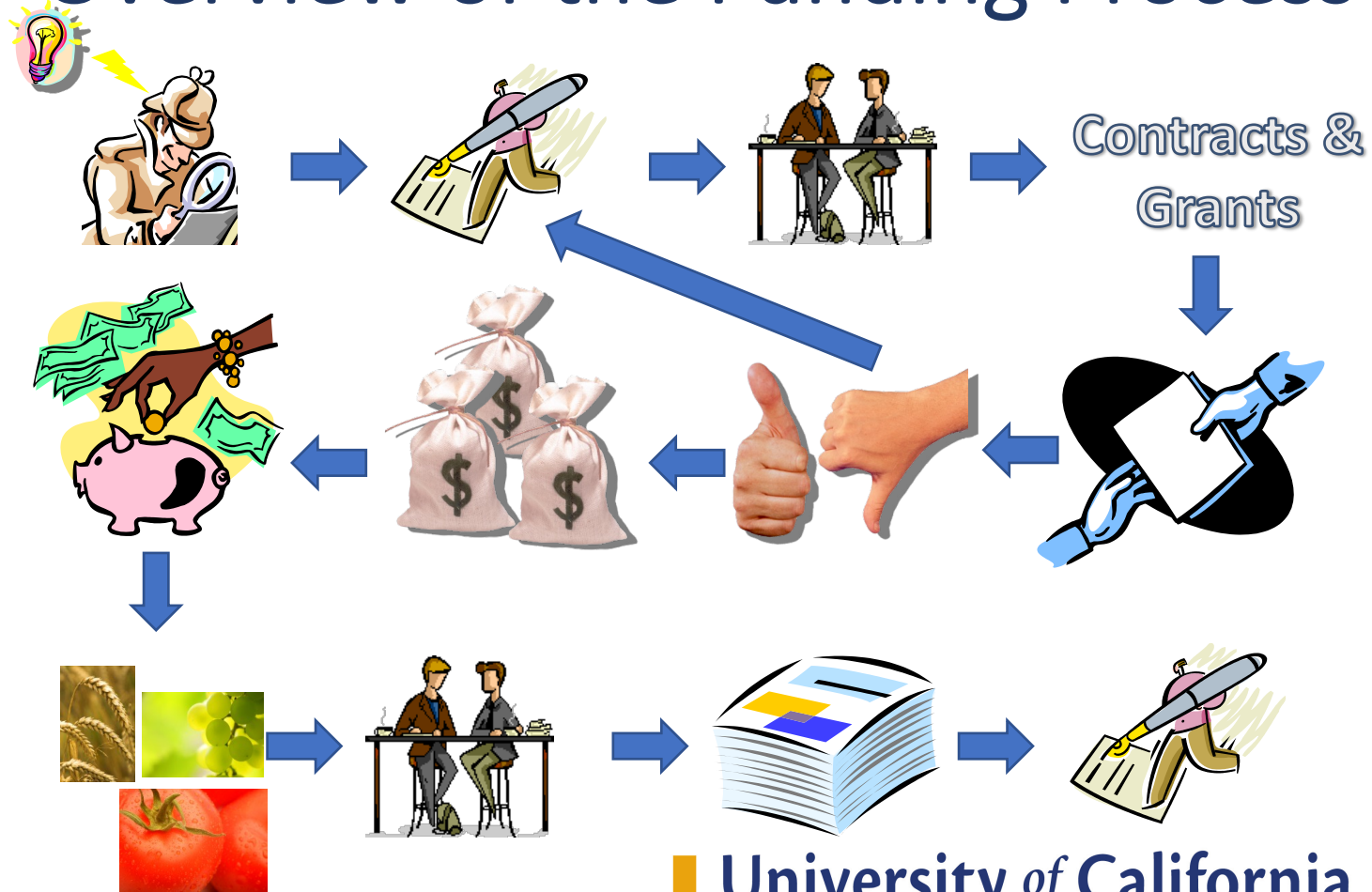
- UC Policy
 - “It is the policy of the University of California that employees who receive **any part of their salary** through the University, or whose activities **use any University resources or facilities**, must submit their proposals for extramural support through the appropriate local contracts and grants office.
 - “This requirement is necessary to ensure that all research and other extramurally funded projects conducted by University employees, or with the use of University resources or facilities, are approved by the appropriate University contract and grant office and comply with relevant University policies and guidelines...”
- Authorized institutional representative
- Facilitate the process
 - Balancing ANR needs with sponsor requirements
- Centralized expertise



Overview of the Funding Process



Overview of the Funding Process



What's a PI and Who Can be One?

The individual responsible for the design, scientific conduct, administrative conduct, and reporting of a research, training, or public service project is known as the Principal Investigator (PI) or Project Director (PD).

At ANR:

- Cooperative Extension Advisors,
 - CE Specialists,
 - REC Directors,
 - and Directors of Statewide Programs
- are automatically eligible to be a PI

Crafting your Proposal Narrative

- Develop your idea
- Search for related funding opportunities
- Carefully read the funding opportunity
- Read the sponsor's review criteria
- Tell your story in terms of how it fits the sponsor's goals.



Budgets

- Start the budget early!
- Remember allowable charging practices & indirect costs
- Include salary and benefits for the PI
- Don't forget your budget justification



UC ANR Grant Tracking System

Search...

HOME

YOUR PROPOSALS

ADMINISTRATION

Your Proposals

Create New Proposal

Enter the title of your project and click "Create New Proposal" to begin. Be sure to have your Scope of Work, Budget, the Funding Opportunity as well as any other applicable Subcontractor or Compliance Documents handy. Or to copy on the previous proposal below and on the Main Page Tab under Options/Utilities, click Copy Proposal.

Project Title *

Create New Proposal

Your Grant Proposals in System (33)

10 records per page

#	Number	Proposal Title	Status	Effort	P.I.	Admin	Sponsor	Proposed Start	Proposed End
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Grant Tracking System (GTS)

- All proposals must be submitted to OCG prior to submission to the sponsor
- Due 5 days before the sponsor deadline

What will OCG look for?



- Budget / Budget Justification
- UC ANR compliance
- Sponsor compliance
- Terms & conditions

What happens now?

- OCG will contact you by phone or email if we have questions or concerns
- We'll tell you when review is complete
- If electronic submission, be available!



OCG's Role in the Funding Process: Accepting Awards



- Are we preserving University and researcher rights?
- What needs to be negotiated?

What Else Does OCG Do?

- Issue Subawards to External Partners
- UC and Federal Reporting
- Post award Transactions: Prior Approval Requests and Agreement Modifications
- Service Agreements, Material Transfer Agreements, Field Trial Agreements, Non-Disclosure Agreements

Compliance Requirements

- Conflicts of Interest
- Export Control
- Human Subjects
- Animal Subjects
- Other Risk & Safety Concerns

Risk & Safety Compliance

When reviewing grant proposals Risk & Safety Services may review safety concerns or compliance issues such as:

- Experimental Use of Pesticides (unlabeled materials or use on crops or at rates that are contrary to label)
- Authorizations for use of regulated materials such as animals, biological hazards, controlled substances, radiation, or quarantined pests. (Note – some of these authorization programs are maintained by a UC campus. ANR staff may be able to help guide you, but we do not control the campus processes)

Risk & Safety Compliance

Risk & Safety Services may contact you or assist with other grant-related compliance issues such as:

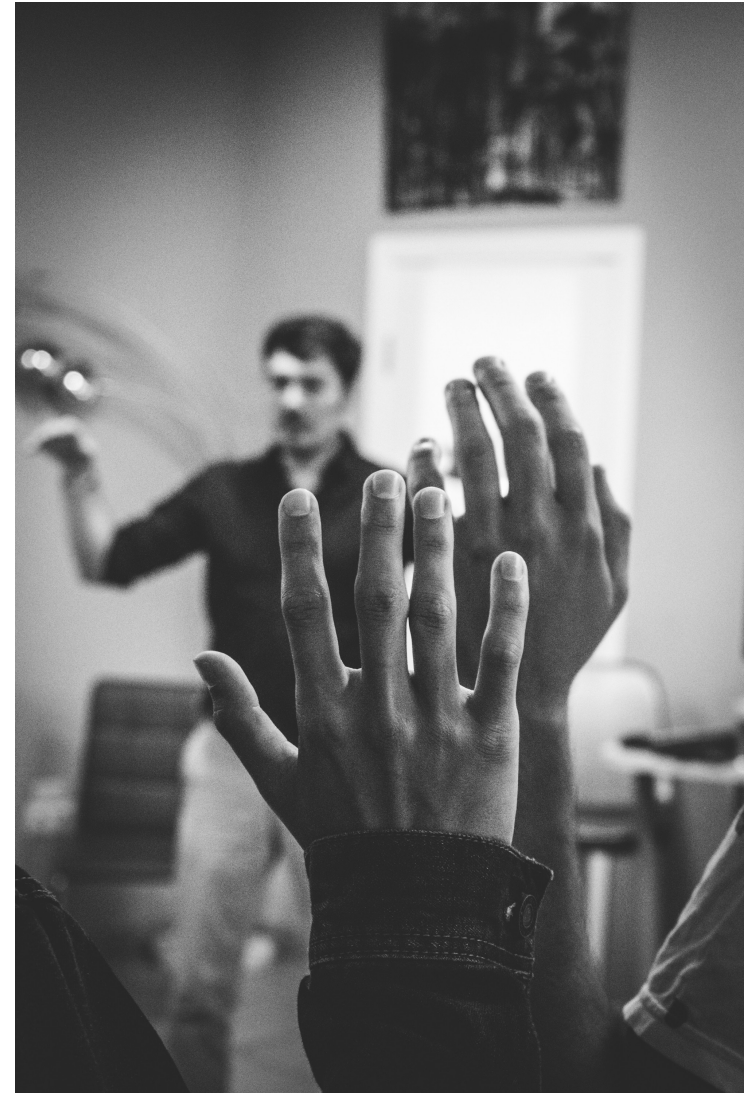
- Drones – ensure compliance with FAA regulations and UC policy
- Firearms
- Facility Use Agreements
- Waivers or Release of Liability
- Environmental Permits (water discharges, air emissions, etc.)
- CEQA (California Environmental Quality Act)

Questions?

Contact us at: ocg@ucanr.edu

OCG website with analyst assignments and contact information:

https://ucanr.edu/sites/anrstaff/Administration/Business_Operations/Contracts_-_Grants/#Staff



NEXT TRAINING
Proposal Development
and Proposal Process

Friday, April 14, 2023
12:15 p.m. – 1:00 p.m.

Presenters: Kendra Rose and Vanity Campbell

 **University of California**
Agriculture and Natural Resources