

## **FY 11 Annual Survey Comments and SP Responses....**

### **Comments #12: The SP website is...**

Comment: Some problems re: submission forms for on-campus grants.

SP Response: SP has purchased a new module administered through IRBNet and is the exclusive application process for the following internal grants; Allen Foundation, College of Business and Management Family Business Research Grant, SVSU College of Education Research Award, SVSU Faculty Research Grant, and Professional Growth Grant. See [www.svsu.edu/sponsoredprograms](http://www.svsu.edu/sponsoredprograms) then click on Internal Grants (left toolbar). A link to instructions for submitting IRBNet projects is provided under the above grant headings.

Comment: Should be able to easily see all funding I received over the years, grant name/number/amount.

SP Response: There is a link to all external awards received by faculty or staff on our main homepage, [www.svsu.edu/sponsoredprograms](http://www.svsu.edu/sponsoredprograms), under awardees. We currently do not have a cumulative list for internal grants awarded available on our webpage but will add and look at using the format suggested.

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### **Comments #14: Give Sponsored Programs one idea you have that would improve our effectiveness in meeting your grant writing/implementation needs.**

Comments: It is doing fine. All staff do a great job of supporting grant writers and directors.

Comments: It would be good if you could forward a list of possible grant sources for us on a regular basis. I am not faculty but I am interested in conducting research.

SP Response: SP produces a monthly newsletter with grant opportunities addressing each college. Janet Rentsch emails grant notices to departments she believes may be of interest. If you have a specific research area or project you want to receive funding for please contact SP to set up a meeting so we can gain an understanding and conduct a funding search for you.

Comment: More advertising about what your department actually does.

SP Response: A description of SP can be found under the section, About Sponsored Programs on our main webpage. Janet Rentsch presents at new faculty orientation. SP will look into additional advertising opportunities.

Comment: Additional help in determining how to work through the bureaucracy of spending the funds.

SP Response: SP organizes quarterly progress meetings with the Principal Investigator, SP and a grant accountant, with some projects able to communicate with email. These meetings offer an opportunity to ask any questions and make sure the spending of funds is following guidelines and spent in a timely manner. If you ever have a question concerning your funded grant, please contact SP for clarification.

Comment: Small grants to get a program of research started.

SP Response: SVSU offers opportunities for internal funding to provide seed money for research projects. See [www.svsu.edu/sponsoredprograms](http://www.svsu.edu/sponsoredprograms) then click on Internal Grants (left toolbar). Application guidelines

for internal grants; Allen Foundation, College of Business and Management Family Business Research Grant, SVSU College of Education Research Award, SVSU Faculty Research Grant, and Professional Growth Grant are listed under each respective title.

Comment: Summer Internship for faculty at local industries.

SP Response: Faculty contract allows for outside contracting employment practice 1 day/wk. Faculty member must notify your Dean and Chair in writing annually. See Faculty Contract D.15.

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**Comments #15: Grant financial reports provided to me by Grant Accounting are....**

Comments: Have received reports regularly on only one, out of several grants. Would always be useful. Unaware of these.

SP Response: Grant Accounting sends out grant financial reports monthly. If you are not receiving your report, please contact Grant Accounting.

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**Comments #16: Quarterly progress meetings for funded projects facilitated by Sponsored Programs staff and Grant Accounting staff are...**

Comment: Never been asked to attend meeting-probably a good idea, or at least an email exchange regarding progress, issue.

SP Response: SP organizes quarterly progress meetings on most grants. Depending on the duration of the grant, a phone call or email may be sufficed for communicating grant requirements. If SP has not contacted you for a quarterly progress meeting, please contact our office, we may have missed something.

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**Comments #18: List one suggestion that would improve Grant Accounting's effectiveness.**

Comment: The current format is fine.

Comment: Should be able to see this material online. How much left in my grant and what I've spent so far and for what.

SP Response: The PI is considered an account manager. As a result, the ability to view grant account information on-line is available by logging into Cardinal Direct and doing the following:

1) Choose "Employee", 2) Select "Budget Selection" on the right, 3) Enter Fund # (usually #15), 4) Enter Department # (six digit number), 5) Click "Submit".

Also, XMMI is available to all PIs, which shows the expenses that have been incurred. If they do not have this they can email Mary Aumann (Operations) to gain access.