

Office of Sponsored Programs

**Navigating the Grant Process Seminar
College of Engineering
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Outline of Presentation

- What is a sponsored project?
- OSP – What we do?
- A Glimpse at the Proposal / Award Cycle
- Proposal Routing / SPS

What is a sponsored project?

- Externally funded research, public service or instruction activity
- Funded by a grant, contract or cooperative agreement
- Usually requires a report or deliverable, and fiscal accountability
- Funding is for a specific purpose, and time period
- Not an unrestricted gift

Office of Sponsored Programs (OSP)

- What do we do?
 - Handle all proposal and award activity for the University

A GLIMPSE AT THE PROPOSAL/AWARD CYCLE



Proposal

Award

Funding Search

- Identify funding resources
 - LSU Office of Research and Economic Development: <http://www.research.lsu.edu/>
 - LaGenius, LaSmarts, SPIN: <http://www.research.lsu.edu/lagenius.shtml>
- Grants.gov
 - source to **FIND** and **APPLY** for federal government grants.

Proposal Preparation

- Prepare your proposal and budget in accordance with sponsor requirements.
- Detailed information on all aspects of proposal preparation can be found in the OSP Guide, available at www.lsu.edu/osp under Proposal Preparation.
- Seek advice and guidance from your department administrator.

Routing - SPS

- All proposals must be routed electronically for LSU approval using LSU's **Sponsored Programs System (SPS)**
- SPS is LSU's web-based, electronic proposal routing and approval system designed by OSP to streamline the proposal routing and approval process.

Routing - SPS Features

- Electronic proposal routing
- Simultaneous review by all required reviewers
- Reviewers can add additional reviewers
- Reviewers can delegate review authority
- OSP access for preview

Routing – How to access SPS?

Principal-Inves' Desktop

- Mail Account
- Address Book
- PAWS Page
- TigerWare

LOGOUT

Expand All | Collapse All

- Personal Preferences
- Directory Information
- Campus Community
- Computing Services
- Department Resources
- Financial Services
- Planning Resources
- Research Support
 - New SPS Test
 - Sponsored Programs
- Registration Services
- Instructional Support
- Test Applications

Public Applications

Site Map Help
News FAQ Feedback
LSU Home

Sponsored Programs System

SPS Projects | Help | SPS User Manual Proposal #: Go!

Welcome Principal-Investigator Test

SPS Projects

Alert Messages
Click here for News and Announcements. OSP to Launch Sponsored Programs System Campus Wide September 1, 2006

Actions
[Review Routing Proposals](#)
[View All My Proposals](#)

My Proposals
Please note that following searches will only search the proposals to which you have access.
To view status definitions click on the expand button.

- Collapse -

View By Proposal Status

- Pending
- Routing
- Submitted
- Disapproved
- Withdrawn
- Withdrawn by PI

View By Award Status

- Awarded
- Accepted By LSU
- Accepted
- Completed
- Declined
- Terminated

Routing (cont.)

- Lead Time for Processing (3 days)
- Procedures When Sponsor Limits Number of Applications
- Proposals to Private Entities

Approval

- PI, CoPI(s), Department & College Approval
- Special Facilities
- Special Approvals/Compliance
- Authorized Representative (OSP).

OSP Review

- **Streamlined Review – OSP reviews:**
 - SPS Coversheet and Investigator information
 - Budget & Budget Justification
 - Sponsor forms which contain budgetary information or require institutional signature
- **Expanded Review – OSP reviews:**
 - All information under Streamlined Review
 - Complete proposal
 - Proposal for adherence to sponsor requirements

Submission

- Regular Mail
- Electronic Submission
 - PI Driven
 - NASA
 - Other Electronic Systems/Email Submission
 - OSP Driven
 - Grants.gov
 - NSF Fastlane

Thank You!

- Contact OSP at any time for assistance:

Location: 202 Himes Hall

Website: www.lsu.edu/osp

Phone: 578-2760

Email: osp@lsu.edu