

# A&S Research Office Website Navigation Tool

<http://louisville.edu/artsandsciences/research>

## Home Page

lists our names and contact information, and includes quick links to a few pages in the Research Resources section

## A&S Departments Section

links to the home pages of the departments and contains quick links to faculty listings

## Research Resources Section

Glossary of Research Terms and Abbreviations

UofL Compliance Offices includes information about and links to Institutional Compliance, Research Integrity Program, Department of Environmental Health and Safety (DEHS), Institutional Biosafety Committee (IBC), Radiation Safety Committee (RSC), Institutional Animal Care and Use Committee (IACUC), Institutional Review Board (IRB), Export & Secure Research Compliance, and Office of Technology Transfer

Research Handbook links to the University of Louisville Policies & Procedures for sponsored activities

Funding Opportunities contains internal and external funding information for Faculty, Postdoctoral, Graduate Students, and Undergraduates. There is also a link to the PDF of the NSF Grant Proposal Guide with a summary of significant changes in Funding Opportunities.

Proposal Preparation contains the following pages and links:

Proposal Forms includes links to the Proposal Clearance Form (PCF) & Additional Signature Page, plus links to various sites to obtain the current compliance forms and instructions

Help and Guidelines includes a proposal checklist, link to SF424 (R&R) Instructions, links to NIH Biographical Sketch format and an A&S example, Grant Writing 101 Workshop (Word document), and link to UofL's tuition rates

### Checklist for Proposal Development and Submission

Budgeting provides 2 downloadable Excel spreadsheets (5 Year Detailed Budget and Simple 3 Year Budget), guidelines for completing a, b and c in Section 17 of the PCF, effort commitment, a PDF of a Cost Share Presentation, link to information about facilities and administrative (F&A) rates, an example of a budget justification, and link to UofL's tuition rates

Frequently Requested Information includes UofL's Human Subjects Assurance #, Type of Organization, Entity ID #, DUNS #, Congressional District, DHHS date, Tax ID #, and link to UofL's tuition rates

A&S Salary Structure (PDF) is a flow chart showing the salary structure for Institutional Base Salary (IBS) plus allowed supplemental pay and salary recovery options from grants and contracts

**Award Management** includes an award management checklist and the A&S Chair's Report form for the monthly review of grants and contracts

**FAQs** provide answers to research and creative activity-related questions. This part of the Research Resources Section is updated as common questions are asked. A few examples: What's a Proposal Clearance Form (PCF)? How does A&S handle proposals and PCFs? Why do I need to submit a PCF? How do I find funding? When should I contact your office if I want to submit a proposal?

**Policies and Procedures** includes links to UofL's policies on research and innovation, links to federal policies including Uniform Guidance, and links to information concerning electronic proposal submissions to federal agencies

### **About Us Section**

**Contact Us** lists what we do and how to contact us

**Mission and Vision** statement of the A&S Research Office

**Events and Training** - Upcoming events are accessible on every page of the website, but if you are looking for a past event you can browse here. More information about the **Grant Crafting Brown Bag Series** and the **Research Office Professionals (ROP)** can be found here.

### **STEM (Science, Technology, Engineering, and Mathematics) Section**

features research projects in the STEM disciplines

**Research Profiles** for the Departments of Chemistry, Mathematics and Physics & Astronomy

### **Research Activities**

features research and creative activities in the College of Arts and Sciences

### **Newsletters Section**

links to the A&S Research Newsletters

### **Every Page**

includes Upcoming Events and News