OFFICE OF RESEARCH
AND SPONSORED PROJECTS
UNIVERSITY OF MICHIGAN

FINANCE
SPONSORED PROGRAMS
UNIVERSITY OF MICHIGAN

Useful Web Resources for Research Project Teams

Annotated and Organized by the Research Project Lifecycle at University of Michigan

Find Funding

Library Find Funding Portal - funding.research.umich.edu

Looking to fund your next big idea but overwhelmed with where and how to start your search? Connect with the Informationists of the U-M Library, who offer personalized, expert funding and grant search consultation to University of Michigan faculty and staff. Search funding databases like Pivot where you can set up email alerts to stay informed of new opportunities, and focus your search with these easy to use Find Funding Tools.

Limited Submissions - research.umich.edu/limited-submissions

Limited Submissions are funding opportunities in which sponsors limit the number of proposals it will accept from an institution. Institutions therefore must submit their most competitive proposal(s). To do so, an internal competition is required. Find current and archived limited submission opportunities here.

Develop Proposal

Blue Pages – Find a Research Administrator - orsp.umich.edu/blue-pages

If you need help with a proposal, your first point of contact is your Research Administrator. You can find the name and contact information of that individual using the Blue Pages.

Frequently Required Proposal Data and Forms -

orsp.umich.edu/develop-proposal/frequently-required-data

When developing a proposal, you may need to access Frequently Required Proposal Data (addresses, codes, data about the University of Michigan, institutional data, attachments).

Subawards and Hybrid Agreements

orsp.umich.edu/manage-project/subawards-and-hybrid-agreements

Early in your project when developing your budget, understand the difference between a recipient or contractor. Under References and Resources there is a very useful "**Checklist to Determine Recipient or Contractor Involvement**" from Federal Demonstration Partnership (FDP). You can also locate forms you may need for subrecipients. http://orsp.umich.edu/frequently-required-data

Route & Submit Proposal

Project Representative Lookup - orsp.umich.edu/orsp-staff

To find the project representative (PR) assigned to your area, visit this page and select the School/College/Department in which you work. *PRs are generally assigned to these areas, but we may modify in an effort to optimize support, or for work with specific sponsors.*

OFFICE OF RESEARCH
AND SPONSORED PROJECTS
UNIVERSITY OF MICHIGAN

FINANCE
SPONSORED PROGRAMS
UNIVERSITY OF MICHIGAN

eResearch - http://eresearch.umich.edu/

We use eResearch to submit proposals and to create the required Proposal Approval Form (PAF). Learn more about what that is here: https://orsp.umich.edu/paf.

Set Up Project

Finance – Sponsored Programs Customer Service

http://www.finance.umich.edu/programs/coordinator-by-department

On this Finance web page, you can find the name and contact information of your designated Sponsored Programs Customer Service coordinator.

Establishing Subprojects

orsp.umich.edu/establishing-subaccounts

Requests for Sub Projects/Grants

www.finance.umich.edu/resource/request-sponsored-sub-projectgrants

Agreement Acceptance Request

orsp.umich.edu/set-project/agreement-acceptance-request-aar

Certain changes to the award require additional approvals. These are initiated through an Agreement Acceptance Request (AAR) activity via the eResearch Proposal Management System (eRPM). They include things like changes in funding, cost sharing, publication restrictions, payments in foreign currency, and more.

Manage Project

Post-Award Change Request (PACR)

orsp.umich.edu/post-award-change-request-form

You may need this form to request a broad array of changes that may be necessary while working on a sponsored research project.

eRA NIH Commons Registration Lookup

orsp.umich.edu/era-commons-lookup

To begin using eRA Commons to submit Research Performance Progress Reports (RPPRs) or submit final peer-reviewed publications, you must have a Commons ID through your affiliated institution. Use this tool to first lookup your registration if you have one. If you don't, use the registration form, shown below.

eRA NIH Commons Registration - orsp.umich.edu/era-commons-registration

Register for a Commons ID if you need one (or change the Type of ID).

RPPR - orsp.umich.edu/rppr

Submit Research Progress Performance Reports, check for errors, and avoid common mistakes. Progress report submissions begin 60 to 45 days prior to the budget start date and update scientific progress, significant changes, personnel, and plans for the subsequent budget period.

OFFICE OF RESEARCH
AND SPONSORED PROJECTS
UNIVERSITY OF MICHIGAN

FINANCE
SPONSORED PROGRAMS
UNIVERSITY OF MICHIGAN

Uniform Guidance Overview - http://orsp.umich.edu/uniform-guidance

The Uniform Guidance is a set of regulations, located at 2 CFR 200 that consolidates federal guidelines impacting research administration cost principles for educational institutions Audit Requirements.

Finance – Sponsored Programs Customer Service

http://www.finance.umich.edu/programs/coordinator-by-department

Find the name and contact information of your designated Sponsored Programs Customer Service coordinator.

Close Out Project

Finance-Sponsored Programs Closeout Checklist

http://www.finance.umich.edu/programs/sppgcc

A helpful Project/Grant Closeout Checklist for financial charges related to the P/G.

Research Compliance

http://research-compliance.umich.edu/

Access the resources and information you need on compliance matters including export controls, research safety, research integrity, working with human subjects, animal care and use, stem cells, controlled substances, or when to use M-Inform for disclosing outside interests.

http://research.umich.edu/export-controls

If your research involves technology, technical data, technical assistance, and items or materials (from software to satellites and more) that will be physically or electronically exported, shipped, transmitted, transferred, or shared from the U.S. to foreign countries, persons, or entities, you need to work with Export Controls to comply with federal law and U-M policies.

Tools & Resources

RAP/RAPid Newsletter Signup - orsp.umich.edu/newsletter-signup

Sign up for our Research Administration Post (RAP) newsletters or modify your preferences. Stay apprised of University of Michigan research and research administration matters.

Training/Workshops - orsp.umich.edu/navigate

Find training, videos, mentor programs and more on a broad range of topics in research administration.

Job Aid: Review of Uniform Guidance Monitored Budgets

http://www.finance.umich.edu/finops/programs/jobaide/A21budgets

This document presents the Accounts and budget lines Sponsored Programs reviews and monitors pursuant to the Uniform Guidance (UG).

Policies & Procedures

ORSP Standard Operating Procedures (SOPs) - orsp.umich.edu/sops

Get a deeper understanding of sponsored project matters by viewing ORSP's Standard Operating Procedures.

Unfunded Agreements (UFAs) - http://orsp.umich.edu/unfunded-agreement-types

Learn about the various types of contracts and agreements that need to be routed through eResearch, including NDAs, DUAs, and MTAs.