

Graduate Student Information on Research

Catherine S. Bolek, M.S.

Director

Office of Sponsored Research

Thinking about writing a grant application

- Call OSRP for assistance before getting started.
- Grant applications submitted in the name of University are the property of the University.
- Not everyone associated with the University can be a grant recipient.
- Not all topics of research are allowable (e.g., testing pharmaceuticals on vertebrate animals housed on the campus).
- Good news: there are a number of resources available to assist you.
- Call X6107 for an appointment

Overview of the Contents

- Obtaining Funds to Conduct Research
 - Understanding the process
 - Identifying funding sources
 - Preparing an application
 - Accepting an award
 - Conducting research
 - Closing out a project
- Participating in Research Studies
 - Intellectual property
 - Human subjects
 - Animal welfare
 - Biosafety
 - ITAR
 - Compliance policies and procedures
 - Training

What you need to know about UMES grant process
can be found at

www.umes.edu/osp

The Office of Sponsored Research Website

www.umes.edu/osp - Site Resources

- GrantsForward
- Principal Investigator Manual
- Internal Routing Form
- Annual Reports
- Compliance Information
- Training
- Responsible Conduct of Research Plan
 - CITI training
- Flow-Chart – OSRP Business Process
- Compliance Policies and Procedures
- Site Map in Alphabetical Order



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SITE MAP

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- [UMES Home Page](#)
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- [Federal Acronyms](#)
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- [WordViewer](#)



Office of Sponsored Research and Programs

Grants Opportunities

- [Access the Community of Science Funding Opportunities.](#)
- [Search Grants.gov for funding opportunities.](#)
- [State of Maryland Grants](#)
- [Science & Development Network](#)

Applicants should follow Grants.gov instructions when submitting an application through Grants.gov. You need to submit the electronic application 48 or more before the due date to insure that your application has been accepted for review. See text from the grants.gov site below.

"Submission Confirmation Screen

After you submit your grant application package, a confirmation screen will appear on your computer screen. This screen confirms that you have submitted an application to Grants.gov. This page also contains a tracking number for use while tracking the status of the submission as well as a "Track My Application" link, to use to see the progress of your submission.

Over the next two business days you will receive three to four emails from Grants.gov to inform you of your application processing status. During the processing of your submission"

Indirect Cost Rate
On-Campus 55%
Off-Campus 18.50%

UMES Routing Form



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Announcements



[Principal Investigators Manual 2014](#)



[Grant Writing for Early Childhood Educators](#)



[Research Registration Form](#)

Who already has a grant?

What research is already on-going?

Who funded the project?

How much was the award?

nsored Programs - Homepage - Google Chrome
w.umes.edu/osp/Default.aspx?id=7580
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Announcements

Principal Investigators Manual 2014

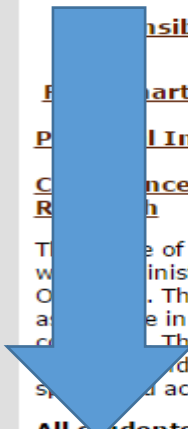
Grant Writing for Early Childhood Educators

Research Registration Form

Responsible Conduct of Research

- Required training for all UMES students, faculty, staff and administrators involved in research – federal mandate.
- Go to the CITI site – take the course – receive a certificate – be listed among those in compliance.

????? Frequently Asked Questions ?????



[Responsible Conduct of Research Plan](#)

[Budget Modification Request Form](#)

[Responsible Conduct of Research Plan](#)

[Partial Impact of Sequestration on Sponsored Research and Programs](#)

[Compliance with Federal Regulations and University Policies involving the Conduct of Research](#)

The Office of Sponsored Research and Programs was established in 1992 by the President of UMES with administrative responsibility assigned to the Vice President for Information Technology and Office of Sponsored Research and Programs. The purpose of OSRP is to provide faculty, research associates and students with assistance in the preparation and submission of proposals and in the administration of grants and contracts. This action provides a single focal point for the University community and external organizations for all activities related to the acquisition and administration of sponsored activities.

All students involved in research, must take the Responsible Conduct of Science training contained in the Collaborative Institutional Training Initiative (CITI) program. [Access CITI here.](#)

All faculty members, students and staff involved in research, regardless of the funding source, involving human subjects, vertebrate animals, or agents that may involve environmental safety, recombinant DNA or biohazards, must take relevant training courses. [Access CITI here.](#)

Compliance Information and Federal Regulations for Grants and Contracts

- [USM Board of Regents Policies and Procedures](#)
- [The National Science Foundation \(NSF\) Grants Policy Manual \(GPM\) for 2005](#)
- [OMB Circular A-21 Cost Principles for Education Institutions](#)

Compliance Information on Export Controls

- [Animal, Plant Inspection Service](#)

Compliance with Federal Biosafety, Human Subjects, Animal Use and Care Regulations

- [NIH, OSHA, CDC, USDA select agents, APHIS, University registration of biological materials, selection, installation and use of biological safety cabinets.](#)
- [UMES Institutional Review Board Protection of Human Subjects of Research](#)
- [Animal Use and Care](#)
- [Human Subjects of Research](#)
- [Biosafety](#)

You can access...



[Federal Government Grants](#)



[NOAA Grants online](#)

[Grant Forward Funding Sources](#)



Collaborative Institutional Training Initiative
at the University of Miami

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Create an account

[Register](#)

Access requires registration as an affiliate of a subscribing CITI institution or as an unaffiliated learner.

CITI Program Announcements

- [Visit CITI Program's Online Bookstore](#)
- [New Good Clinical Practice \(GCP\) Refresher Course](#)
- [New Clinical Research Coordinator \(CRC\) Course](#)
- [New Good Laboratory Practice \(GLP\) Course](#)
- [4th World Conference on Research Integrity](#)

Help & Support

- [How do I register?](#)
- [Merge duplicate accounts](#)
- [I forgot my Username or Password](#)
- [More...](#)

Additional Reading – On Being a Scientist

A must read for the serious scholar.

This free PDF was downloaded from:

<http://www.nap.edu/catalog/12192.html>



Search Inside This Book

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Print



Not for Sale

HIDE CONTENTS

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ON BEING A SCIENTIST

RESPONSIBLE CONDUCT IN RESEARCH

*COMMITTEE ON SCIENCE, ENGINEERING, AND
PUBLIC POLICY*

NATIONAL ACADEMY OF SCIENCES

NATIONAL ACADEMY OF ENGINEERING

INSTITUTE OF MEDICINE

NATIONAL ACADEMY PRESS
Washington, D.C.
1995



How do I find funding sources

UMES subscribes to a commercial service, GrantsForward, accessible on a UMES on campus computer.

The service locates all federal grant opportunities, as well as, all foundation and corporate grant opportunities.

????? Frequently Asked Questions ?????



[Responsible Conduct of Research Plan](#)



[Budget Modification Request Form](#)

[Flow Chart-OSRP Business Process](#)

[Potential Impact of Sequestration on Sponsored Research and Programs](#)

[Compliance with Federal Regulations and University Policies involving the Conduct of Research](#)

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- [UMES Institutional Review Board Protection of Human Subjects of Research](#)
- [Animal Use and Care](#)
- [Human Subjects of Research](#)
- [Biosafety](#)

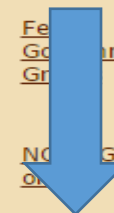
You can access...



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Grant Forward Funding Sources

Steps in Searching for a Grant Opportunity

- 1. Enter key words
- 2. Select opportunity
- 3. Scan summary
- 4. If eligible, select full announcement
- 5. Download application
- 6. Check opportunity source
- 7. Repeat the process, if the initial search is not acceptable
- 8. Repeat as needed
- NOTE: The system is a bit clunky. We are looking into more powerful search engines for future purchase. See visuals of the steps next.

Keywords

English studies



[Advanced Search +](#)

[Reset all conditions](#)

Found 3877 results in 0.34 seconds

Sort by

Relevance

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Type sponsor name

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Categories



Type category name

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Deadline



Anytime



to

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Status



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Continuous

Closed

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AAS Book Prize Competitions

Association For Asian Studies



Continuous

PALAIS) A first book on SOUTH ASIA (COHN) English-language scholarly works on SOUTH ASIAN Studies (COOMARASWAMY) TRANSLATIONS from SOUTH ASIAN languages ...into English (RAMANUJAN) English-language scholarly, non-fiction works on SOUTHEAST ASIAN Studies (BENDA) Distinguished scholarly works on SOUTHEAST ASIA (KAHIN ...

Amount	Deadline(s)	Eligibility	Submission Info
\$1,000			

Harold U. Ribalow Prize

Hadassah Magazine



Continuous

story collections published in English. The monetary award shall be no less than \$3,000 ...Gender:No Requirement Age:18 and older Ethnicity:Jewish studies Career Point:No Requirement Special Population:No Requirement Other Restrictions ...

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The Innovation Fund for Improving Food Security in Ethiopia (IFSE)

This opportunity was added on January 14, 2015 and was last modified on January 16, 2015

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Description

Issuance Date: August 1, 2014
Deadline for Receipt of Questions: August 15, 2014, 16:00 hours Addis Ababa time
Closing Date for Submissions of September 15, 2014
First Round of Concept Papers: 16:00 hours Addis Ababa time
Closing Date for Annual...

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Sponsor

[Ethiopia Usaid](#) (*Federal/State*)

Deadlines

Submission July 31, 2015

Amount

Expected Number of Awards: 6
Estimated Total Program Funding: \$2,000,000

Eligibility

Unrestricted (i.e., open to any type of entity above), subject to any clarification in text field entitled "Additional Information on Eligibility"

Cost Sharing

[→ Application URL](#)

[→ Opportunity Source](#)

Researchers matching this opportunity

This opportunity does not match any of the researchers at your institution

Contact Information

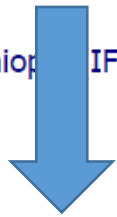
Hiwot Seyoum
AA Management Specialist
Phone 0

Phone: 251 111 3060

Email: hseyoum@usaid.gov



APS-663-14-000003
The Innovation Fund for Improving Food Security in Ethiopia (IFSE)
Agency for International Development
Ethiopia USAID-Addis Ababa



- SYNOPSIS DETAILS
- VERSION HISTORY
- RELATED DOCUMENTS
- APPLICATION PACKAGE

[Print Synopsis Details](#)

The synopsis for this grant opportunity is detailed below, following this paragraph. This synopsis contains all of the updates to this document that have been posted as of **8/1/2014**. If updates have been made to the opportunity synopsis, update information is provided below the synopsis.

If you would like to receive notifications of changes to the grant opportunity click [send me change notification emails](#). The only thing you need to provide for this service is your email address. No other information is requested.

Any inconsistency between the original printed document and the disk or electronic document shall be resolved by giving precedence to the printed document.

General Information

Document Type: Grants Notice	Posted Date: Aug 1, 2014
Funding Opportunity Number: APS-663-14-000003	Creation Date: Sep 24, 2014
Funding Opportunity Title: The Innovation Fund for Improving Food Security in Ethiopia (IFSE)	Original Closing Date for Applications: Jul 31, 2015 Issuance Date: August 1, 2014 Deadline for Receipt of Questions: August 15, 2014, 16:00 hours Addis Ababa time Closing Date for Submissions of First Round of Concept Papers: September 15, 2014 16:00 hours Addis Ababa time Closing Date for Annual Program Statement: July 31, 2015 16:00 hours Addis Ababa time
Opportunity Category: Discretionary	Current Closing Date for Applications: Jul 31, 2015 Issuance Date: August 1, 2014 Deadline for Receipt of Questions: August 15, 2014, 16:00 hours Addis Ababa time Closing Date for Submissions of First Round of Concept Papers: September 15, 2014 16:00 hours Addis Ababa time Closing Date for Annual Program Statement: July 31, 2015 16:00 hours Addis Ababa time
Funding Instrument Type: Grant	Archive Date: Aug 14, 2015
Category of Funding Activity: Disaster Prevention and Relief	Estimated Total Program Funding: \$2,000,000
Category Explanation:	Award Ceiling: \$500,000
Expected Number of Awards: 6	Award Floor: \$150,000
CFDA Number(s): 98.001 -- USAID Foreign Assistance for Programs Overseas	
Cost Sharing or Matching Requirement: No	

Eligibility

Eligible Applicants: Unrestricted (i.e., open to any type of entity above), subject to any clarification in text field entitled "Additional Information on Eligibility"

Additional Information on Eligibility:



APS-663-14-000003
The Innovation Fund for Improving Food Security in Ethiopia (IFSE)
Agency for International Development
Ethiopia USAID-Addis Ababa

- SYNOPSIS DETAILS
- VERSION HISTORY
- RELATED DOCUMENTS
- APPLICATION PACKAGE**

Selected Grant Applications for Download

Download the application and its instructions by selecting the corresponding download link. Save these files to your computer for future reference and use. You do not need Internet access to read the instructions or to complete the application once you save them to your computer.

⚠ READ BELOW BEFORE YOU APPLY FOR THIS GRANT!
Before you can view and complete an application package, you **MUST** have Adobe Reader installed. Application packages are posted in Adobe Reader format. You may receive a validation error using incompatible versions of Adobe Reader. To prevent a validation error, it is now recommended you uninstall any earlier versions of Adobe Reader and install the latest compatible version of Adobe Reader. If more than one person is working on the application package, **ALL** applicants must be using the same software version. [Click for more information on Adobe Reader Compatibility.](#)

Please click the support tab for additional resources.

Below is a list of the application(s) currently available for the Funding Opportunity.

To download the application instructions or package, click the corresponding download link. You will then be able to save the files on your computer for future reference and use.

The application package for Funding Opportunity Number **APS-663-14-000003** and Owning Agency **USAID-ETH** has not been posted by the awarding agency for submission through Grants.gov. See the Full Funding Opportunity for application instructions.

Other Ways of Locating Funding Sources

- Check websites of large universities, offices of sponsored programs or offices of grants and contracts (e.g., Harvard, Yale, UCLA, University of Ohio).
- Google searches (e.g., “grants for pharmacy”, “grants for environmental science”, “grants for graduate students”)
- Grants.gov for federal grants
- Foundation Center for non-profit section sources (e.g., professional societies, charities)
- Pratt Library.org - great resources for beginners
- Foundation Center – foundationcenter.org
- Fundnetservice.com

Caution

- Be careful to vet the site you are using
- org, gov, mil denote not-for profit organizations, federal government, military
- Com denotes for-profit organizations who may be looking to sell you something that you can find for free with a little work or worse get personal information for sale.

Check state and private databases

www.umes.edu/osp

sored Programs - Homepage - Google Chrome
www.umes.edu/osp/Default.aspx?id=7580
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CONTACTS

StudentAid.gov

Find detailed information about federal student aid and the FAFSA application process. The site includes helpful publications and tools for managing Direct Loans.

www.StudentLoans.gov

Get more information about completing the Master Promissory Note, Direct PLUS Loan requests, and entrance counseling.

www.nsls.ed.gov

National Student Loan Data System (NSLDS®)

For information about all of your federal student loans and federal grants, visit NSLDS. Note that NSLDS does not include information about any private loans you may have received.

Stay connected:

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Note: The information in this document was compiled in the fall of 2012. For updates or additional information, visit StudentAid.gov or phone 1-800-4-FED-AID.



Federal Student Aid
An OFFICE of the U.S. DEPARTMENT of EDUCATION

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Are you headed for graduate or professional school and wondering how to pay for your education?

Federal Student Aid, a part of the U.S. Department of Education (ED), is the largest provider of student financial aid in the nation. We offer more than \$150 billion each year to help millions of students pay for higher education. Be aware of the myths and get the facts about financial aid from this brochure, where you will find an overview of

- the federal financial aid programs for graduate and professional degree students;
- the basic eligibility requirements;
- how to apply for financial aid;
- where to find other sources of aid (state, school, and scholarship); and
- the key items to consider before taking out a student loan.

Myths and Facts

Myth: Parents' personal and financial information must be reported on the *Free Application for Federal Student Aid* (FAFSASM).

Fact: In almost all cases, graduate and professional degree students are considered independent students and are not required to supply parent information on the FAFSA.

Myth: It takes hours to complete the FAFSA and it's expensive.

Fact: Completing the FAFSA online is easy and free. Recent statistics show that it takes an average of 17 minutes for independent students to complete it. You can complete the FAFSA at www.fafsa.gov.

Myth: Private loans from my bank or credit union are as desirable as federal student loans.

Fact: There are key differences between federal loans and private loans. Federal student loans offer several repayment plans, including an option to tie your monthly payment to your income. Learn more about the differences between federal and private student loans at StudentAid.gov/federal-vs-private.

Which types of federal student aid can I receive?

Graduate and professional degree students may be eligible to receive aid from the following federal student aid programs:

■ **The William D. Ford Federal Direct Loan (Direct Loan) Program**—This is the largest federal student loan program. Under this program, ED is your lender rather than a bank or other financial institution. There are two types of Direct Loans that graduate and professional degree students may receive:

- **Direct Unsubsidized Loans**—Eligible students may borrow up to \$20,500 per school year. Graduate and professional students enrolled in certain health profession programs may receive additional Direct Unsubsidized Loan amounts each academic year. Contact your school's financial aid office for details.
- **Direct PLUS Loans**—Eligible graduate and professional degree students who need to borrow more than the maximum unsubsidized loan amounts to meet their education costs may apply for a PLUS loan. A credit check will be performed during the application process.

■ **Federal Perkins Loan (Perkins Loan) Program**—This is a school-based loan program for eligible students with exceptional financial need. You may qualify for a Perkins Loan of up to \$8,000 each year depending on your financial need, the amount of other aid you receive, and the availability of funds at your school.

■ **Teacher Education Assistance for College and Higher Education (TEACH) Grant**—The TEACH Grant Program provides grants of up to \$4,000 a year to students who are completing or plan to complete course work needed to begin a career in teaching. The TEACH Grant is different from other federal student grants in that it requires you to take certain kinds of classes to get the

Financial Administration Office for Sponsored Programs

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Award Lifecycle

▾ Finding Funding

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Finding Funding

There is a wide range of funding opportunities for Harvard's researchers within the US federal government, through foundations and other foreign governments, from multilateral and non-profit institutions, as well as from corporations.

Navigating funding announcements and opportunities, and identifying which represent the best match, can be challenging. While OSP generally does not seek funding opportunities for individual faculty members, this section of the website provides comprehensive information on internal and external funding sources.

For access to Foundation Directory Online, Community of Science or SPIN, please visit the following page on the [FAS Research Administration Services website](#). Additionally, HMS, HSDM, and HSPH maintain a separate list of funding sources at the [Harvard Longwood Campus Research Administration website](#). School-based research administration offices also provide on-site support with proposal development and review.

EXPLORE RESOURCES

Become a member of the Community of Science

www.cos.com/#/

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[Login to your Pivot](#) account and if you have already claimed a profile, click through to your profile and click on the "Update your profile" link to begin updating and adding information to your profile.

ProQuest Pivot™

Pivot has been recognized as a global leader that provides unmatched tools for discovering funding opportunities and supporting collaboration in the research development field. Pivot answers the growing demands on research developers to quickly discover the right funding opportunities and effectively collaborate with their colleagues. Designed for faculty, staff researchers, and graduate students, it's intuitive and easily implemented.

[Learn more](#) about how Pivot can accelerate the research discovery process for you.

Check out fellowship information

McNair Scholars Program

iding - Google Chrome

ps://mcnairscholars.com/funding/

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Funding

Fee waiver and fellowship information specifically for McNair scholars can be found at the [COE McNair Scholars fee waiver page](#).

Graduate Student Funding Opportunities:

The links below are generally organized by discipline. These are various agencies and organizations, both private and governmental, that offer support for graduate study. Some of the support opportunities are "full-ride" research fellowships, others are limited-duration research internships, still others provide a set amount of funds for a specific scholarly work. The resources listed below are for *graduate study* and *scholarly research*; access to the available slots and funds are typically competitive and will require a formal application. See the individual website for each opportunity to discover the particular application requirements and process.

The sources of funding listed below are not necessarily specific to a particular institution of higher learning. These sources are from private and public organizations that have ties to higher education, but are not degree-granting entities.

If you discover any other sources of graduate funding that you would like to share with the McNair community, please email the site administrator with the funding information (at least the name of the source, or perhaps its web page address).

Search for:

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Deadline to February 28th**

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Polarization**


Looking for a Postdoctoral position

Check out health related positions at the Fogarty Center

uate Non-NIH Funding Opportunities - Fogarty International Center @ NIH - Google Chrome

www.fic.nih.gov/Funding/NonNIH/Pages/predoctoral-graduate.aspx

ss, place your bookmarks here on the bookmarks bar. [Import bookmarks now...](#)

 **Fogarty International Center**
Advancing Science for Global Health

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Home > Funding Opportunities > Non-NIH Funding Opportunities > Predoctoral and Graduate Non-NIH Funding Opportunities [Print](#)

Non-NIH Funding Opportunities for Predoctoral and Graduate Researchers [Share](#)

Funding opportunities listed below target **predoctoral and graduate researchers**.

Other Non-NIH Funding Opportunities for:

- ▶ Postdoctoral Students
- ▶ Faculty
- ▶ Health Professionals
- ▶ Institutions
- ▶ Travel
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This directory includes a variety of international grants and fellowships in biomedical and behavioral research. Its goal is to provide information about additional funding opportunities available to those in the field of global health research. The directory is maintained by the Fogarty International Center, the international component of the U.S. National Institutes of Health (NIH).

To add or update your organization's listing, please contact FICInfo@mail.nih.gov.

Organization Name	Fellowship/Grant Program Name	Funding Types	Program Summary
Africa London Nagasaki (ALN) Scholarship Fund	ALN Master's degree scholarships	Pre-doctoral/Graduate	The Africa London Nagasaki (ALN) fund is a scholarship fund set up to support African scientists to undertake a Master's degree in a subject relevant to the control of infectious disease in Africa. The awards will support a candidate to undertake an MSc at either the Institute of Tropical Medicine, Nagasaki University, Japan or at the London School of Hygiene & Tropical Medicine, London, UK.
Afya Bora Consortium	Afya Bora Fellowship in Global Health Leadership	Pre-doctoral/Graduate, Post-doctoral, Health Professional	The 1-year Afya Bora Fellowship in Global Health Leadership trains US and African health professionals to design, manage, evaluate large health programs in Botswana, Kenya, Uganda, Tanzania.
Aga Khan Foundation (AKF)	International Scholarship Programme	Pre-doctoral/Graduate	The Aga Khan Foundation provides a limited number of scholarships each

Pharmacy students – looking for a scholarship

Try NerdWallet

Pharmacy School Students - NerdWallet - Google Chrome
w.nerdwallet.com/blog/nerdscholar/2012/top-scholarships-pharmacy-students/
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Top Scholarships for Pharmacy School Students

by Ryan Zurowski on 19 Dec 2012 | posted in Education, Scholarships



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This article was last updated on Jan. 26, 2015.

The cost of pharmacy school — like most professional schools — has risen significantly, and students often face a heavy debt load by the time they graduate. Schools generally offer some form of financial aid, but it isn't always enough. If you're in pharmacy school and trying to reduce your loan debt or if you're an undergraduate planning to go to pharmacy school, check out these scholarships.

NerdScholar

We can help you find scholarships, apply for financial aid, choose a college and get a job! Start with our free resources below.

     89

Free Resources:

- [Guide: Life and \\$\\$ in Your 20s](#)
- [FAFSA Guide](#)
- [Finance Glossary for Students](#)
- [Scholarship Search](#)
- [Cost of Living Calculator](#)
- [Job Search Guide for Gen Y](#)

Featured Articles

 **12 Ways to Make Money on the Side While Job Searching**
By [Gianna Sen-Gupta](#) on 5 Mar 2015

International student looking for aid.

Check out Institute of International Education.

The screenshot shows the website for the Institute of International Education (IIE) with a focus on Fulbright programs. At the top, the IIE logo is displayed with the tagline "Opening Minds to the World". Navigation links include "Blog", "Press Center", "Donate to IIE", "Careers", "Newsletter", and "Contact Us". A search bar is also present. The main navigation menu includes "Who We Are", "What We Do", "Our Global Reach", "Research and Publications", and "Gateways for...". The breadcrumb trail shows "Home » Fulbright".

The central content area features a video player with the title "Opening Minds to the World" and a description: "Fulbright U.S. Student Program alumna Hildred Rochon (2004-2005, Madagascar); her project involved collecting data to help prevent and respond to potential reproductive health problems among Malagasy youth." Below the video is a "Learn more" button and a progress bar.

To the right of the video is a large image of a woman, Hildred Rochon, in a rural setting. Further right is the Fulbright logo and a list of "Fulbright Programs": U.S. Students, Non-U.S. Students, U.S. Scholars, Non-U.S. Scholars, Fulbright Distinguished Awards in Teaching, and Foreign Language Teaching Assistants.

Below the video player is a section titled "Sponsored by the United States Department of State, Bureau of Educational and Cultural Affairs, the Fulbright Program provides funding for students, scholars, teachers, and professionals to undertake graduate study, advanced research, university teaching, and teaching in elementary and secondary schools." This section includes the Department of State seal.

The bottom of the page is divided into three columns:

- Fulbright Programs:** A link to "The Fulbright U.S. Student Program" with a description: "Offers fellowships for U.S. graduating seniors, graduate students, young professionals and artists to study abroad for one academic year. The Program also includes the English Teaching Assistant component."
- Fulbrighters' Stories:** A video thumbnail featuring Fulbright grantee Deanna Fei, with the text: "Fulbright grantee Deanna Fei discusses her book 'A Thread of Sky'." and a "Play Video" button.
- Student Resources:** A list of links: "Funding U.S. Study for International Students", "Study Abroad Programs for U.S. Students", and "Intensive English Programs in the U.S."

Need examples of grant proposals

Take a look at the Grant Space Knowledge Base at the Foundation Center

Proposal Writing | Funding Research | Knowledge Base | Tools | GrantSpace - Google Chrome

grant-space.org/tools/knowledge-base/Funding-Research/proposal-writing/grant-proposals

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Knowledge Base

Q: How do I write a grant proposal?

A: This may be our most popular question, and we have many resources to help you learn how to write a proposal:

Start with our free introductory class, [Introduction to Proposal Writing](#), available as a live/recorded webinar, in-person class, or self-paced tutorial. In all formats, you'll learn about a proposal's components -- executive summary, statement of need, project description, and budget -- and other things you'll need to consider when preparing and submitting proposals.

Explore our [Proposal Writing gallery](#), which spotlights upcoming training, articles, videos, podcasts, live chats, and books that we've published on this topic.


Remember: Far more time should be spent on developing the program or project and researching and cultivating donors than on preparing the actual proposal. Proposal writing is just one step in the grantseeking process, according to Jane Geever, author of *The Foundation Center's Guide to Proposal Writing*: "The proposal does not stand alone. It must be part of a process of planning and of research on, outreach to, and cultivation of potential foundation and corporate donors."

Sample Proposals

Samples of actual proposals are usually hard to find because the donor and applicant may be very protective of these documents. Also, they usually are very specific to the project, organization, and funder.

However, our [Sample Documents](#) section is a searchable collection of proposals, cover letters, letters of inquiry, and proposal budgets that were actually funded. Each proposal includes a critique by the decision-maker who awarded the grant.

These sample documents come from our book, [Grantseeker's Guide to Winning Proposals](#), which you can buy at our [Marketplace](#) or use at our [libraries](#) and [Funding Information Network](#) locations.



What Makes a Proposal Stand Out from the Crowd

SEARCH THE KNOWLEDGE BASE

[] GO

YOU MIGHT ALSO LIKE

- [What should be included in a letter of inquiry?](#)
- [Unpack the Winning Proposal](#)
- [Your Proposal Writing Questions, Answered \[2013-06-18\]](#)
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QUESTIONS BY CATEGORY

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 - General
 - Foundations
 - Corporations
 - Government Funders
 - Individual Donors
 - Online/Virtual Fundraising
- Funding Research

Principal Investigators Manual

Source of information on grant writing and award management.



OFFICE OF SPONSORED PROGRAMS

- AWARD REPORTS
- FORMS
- MANUAL
- FUNDING INFORMATION
- RESOURCES
- CONTACT US
- SITE MAP

- QUICK LINKS**
- › [UMES Home Page](#)
 - › [OSP Home Page](#)
 - › [MITSSII Contract \(PDF\)](#)
 - › [Federal Acronyms](#)
 - › [Adobe Reader](#)
 - › [RealPlayer](#)
 - › [PDF Conversion Programs](#)
 - › [WordViewer](#)



Office of Sponsored Research and Programs

Grants Opportunities

- [Access the Community of Science Funding Opportunities.](#)
- [Search Grants.gov for funding opportunities.](#)
- [State of Maryland Grants](#)
- [Science & Development Network](#)

Applicants should follow Grants.gov instructions when submitting an application through Grants.gov. You need to submit the electronic application 48 or more before the due date to insure that your application has been accepted for review. See text from the grants.gov site below.

"Submission Confirmation Screen

After you submit your grant application package, a confirmation screen will appear on your computer screen. This screen confirms that you have submitted an application to Grants.gov. This page also contains a tracking number for use while tracking the status of the submission as well as a "Track My Application" link, to use to see the progress of your submission.

Over the next two business days you will receive three to four emails from Grants.gov to inform you of your application processing status. During the processing of your submission"

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UMES Principal Investigators Manual

**MANUAL FOR SPONSORED RESEARCH
AND PROGRAMS ADMINISTRATION**



OFFICE OF SPONSORED RESEARCH AND PROGRAMS

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Processing the Proposal	16.
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Ethics and Misconduct in Science	18.
Compensation from Awards	19.
Acceptance of Awards	20.
Project Administration	20.
Record Keeping	21.
Audit	24.

Frequently Asked Questions

Basic organizational information to be inserted into applications

Found on the center column on the OSRP homepage – www.umes.edu/osp

Frequently Asked Questions about Grant/ Contract Applications and Support Services

When a proposal application requires.....

The answer is

....and more questions.

....and more answers.

Submitting Organization	University of Maryland Eastern Shore
General Business Address	11868 Academic Oval Princess Anne, MD 21853-1299
Type of Organization	State Institute of Higher Education
Congressional District	MD-001 or 1st
Official Authorized to Sign Proposals	Dr. Juliette B. Bell President 11868 Academic Oval Princess Anne, MD 21853-1299 410-651-6101 Fax 410-651-6300
Office of the Vice President for Research and Economic Development	Dr. Dale Wesson 11868 Academic Oval Princess Anne, MD 21853-1299 410-651-8371 Fax 410-651-2273
Financial Contact and Sponsored Project Payment Address	Dr. Ronnie Holden Office of the Vice President for Administrative Affairs 11868 Academic Oval Princess Anne, MD 21853-1299 410-651-6230 Fax 410-651-6105
Federal Cognizant Audit Agency	DHHS Office of Audit
Institutional Assurance Number	00005241
Principal Investigator, Project Director or Technical Contact	Faculty member's name
Campus Address	Faculty member's address
Employee Federal ID Number (TIN)	52-6002033
DUNS Number	082611302
Cage Code	OKCH9
Date of Facilities & Administrative Cost Agreement	12/01/2010
Standard F&A Rates calculated at a % of	55% on campus 18.5% off campus

OSRP Business Process

Step-by-step information on how the office operates and how the office interacts with other UMES offices.

nsored Programs - Homepage - Google Chrome

rw.umes.edu/osp/Default.aspx?id=7580

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WordViewer

See text from the grants.gov site below.




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Indirect Cost Rate
On-Campus 55%
Off-Campus 18.50
IPA 10%
Effective until 06/30/15

????? Frequently Asked Questions ?????

[Responsible Conduct of Research Plan](#) [Budget Modification Request Form](#)

[Flow Chart-OSRP Business Process](#)


[Potential Impact of Sequestration on Sponsored Research and Programs](#)


[Compliance with Federal Regulations and University Policies involving the Conduct of Research](#)


The Office of Sponsored Research and Programs was established in 1992 by the President of UMES with administrative responsibility assigned to the Vice President for Information Technology and Outreach. The purpose of OSRP is to provide faculty, research associates and students with assistance in the preparation and submission of proposals and in the administration of grants and contracts. This action provides a single focal point for the University community and external agencies and organizations for all activities related to the acquisition and administration of sponsored activities.

All students involved in research, must take the Responsible Conduct of Science training contained in the Collaborative Institutional Training Initiative (CITI) program. [Access CITI here.](#)


All faculty members, students and staff involved in research, regardless of the funding source, involving human subjects, vertebrate animals, or agents that may involve environmental safety, recombinant DNA or biohazards, must take relevant training


 [Investigators Manual 2014](#)

 [Grant Writing for Early Childhood Educators](#)

 [Research Registration Form](#)

You can access...

 [Federal Government Grants](#)

 [NOAA Grants online](#)

[Grant Forward Funding Sources](#)

Funding Mechanisms

- Grants

- Best level of effort
- Principal Investigator
 - Owns the data
 - Had legal protection of intellectual property
 - Leads the research party
 - Is, generally, the lead author on papers and presentations
 - Takes the heat if something fails

- Contracts

- Legal, binding obligation to perform on time and within costs
- Principal Investigator
 - Pre-established deliverables set by the awarding organization
 - Principal Investigator may not own the data or end product
 - Leads the research party
 - Is, generally the lead author, if papers and presentations are allowed.
 - Takes the heat if something fails

Funding Mechanisms

- Grants

- Large grants are generally 3 years in length and are not renewable.
- Smaller grants may be for a year or 18 months.
- Many grants can be extended by a few months and in some cases a single year.
- Principal Investigators are responsible for participating in audits, site visits, and the close out of the award.

- Contracts

- Depending on the type of contract (e.g., fixed price, cost reimbursable), contracts can be for as little as a few days to up to five years with renewable clauses.
- Principal Investigators are responsible for participating in audits, site visits, and the close out of the award.

How do I process an application?

Read the Principal Investigators Manual and obtain a routing form.

Unfunded Programs - Homepage - Google Chrome

www.umes.edu/osp/Default.aspx?id=7580

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IPA 10%

UMES Routing Form

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UMES
Routing
Form

Attachment Card

Announcements

Principal Investigators Manual

Registration Form



Compliance – Awards Come with Requirements – Check with your Faculty

- Human Subject Protection (IRB)
- Animal Welfare (IACUC)
- Biosafety
- International Traffic in Arms Regulations (ITAR)
- OMB Circulars
 - Rules for Universities receiving grant awards
- Federal Acquisition Regulations (FARs)
 - Rules for Universities receiving contract awards

Where do I get information on compliance?

Call the OSRP – X6107

Check the Principal Investigators Manual

Check the OSRP site.



nsored Programs - Homepage - Google Chrome

www.umes.edu/osp/Default.aspx?id=7580

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[Potential Impact of Sequestration on Sponsored Research and Programs](#)

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All faculty members, students and staff involved in research, regardless of the funding source, involving human subjects, vertebrate animals, or agents that may involve environmental safety, recombinant DNA or biohazards, must take relevant training courses. [Access CITI here.](#)

Compliance Information and Federal Regulations for Grants and Contracts

- [USM Board of Regents Policies and Procedures](#)
- [The National Science Foundation \(NSF\) Grants Policy Manual \(GPM\) for 2005](#)
- [OMB Circular A-21 Cost Principles for Education Institutions](#)


Compliance Information on Export Controls

- [Animal, Plant Inspection Service](#)


Compliance with Federal Biosafety, Human Subjects, Animal Use and Care Regulations

- [NIH, OSHA, CDC, USDA select agents, APHIS, University registration of biological materials, selection, installation and use of biological safety cabinets,](#)
- [UMES Institutional Review Board Protection of Human Subjects of Research](#)
- [Animal Use and Care](#)
- [Human Subjects of Research](#)
- [Biosafetv](#)

You can access...




[Federal Government Grants](#)



[NOAA Grants online](#)

[Grant Forward Funding Sources](#)



Working with Your Advisors Grant

- Know the funding source
- Check out the expectations of the funding agency or organization
- Get your instructions in writing including dates of deliverables
- Talk about publication rights
- Ask to read the grant application
 - Best way to learn to write a grant is to see a few successful applications
 - NOTE: not everyone shares!
- Ask about start dates and end dates of the award
 - Will the grant provide support for one year or more?
 - What happens if the grant runs out?

Intellectual Property

Patents

- Make a disclosure and receive counseling.
- Check out the Faculty Handbook on www.umes.edu enter intellectual property in the search site.

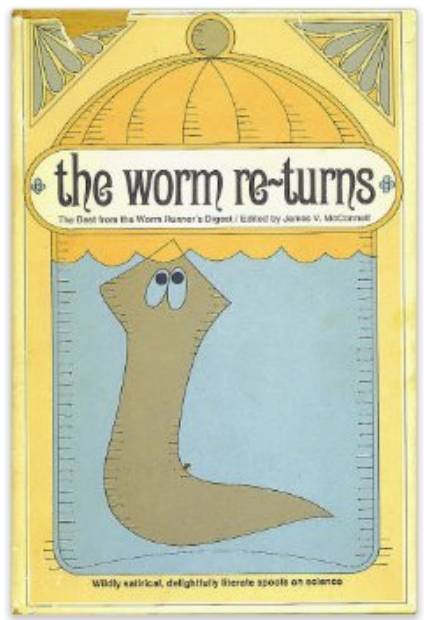
Trademarks

- OSRP can search existing trademarks and logos
- Receive assistance in applying for the Trademark

Publications and Authorship

- “Authorship should reflect the contribution.” – APA
- Work out arrangements with your advisor and other faculty regarding who is the first author. Such an arrangement, upfront, will pay benefits later.
- Obtaining an agreement in writing is the best course.
- Be sure who owns the data. Are you a technician or are you a contributing scientist?

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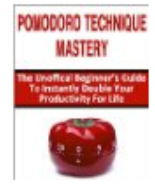
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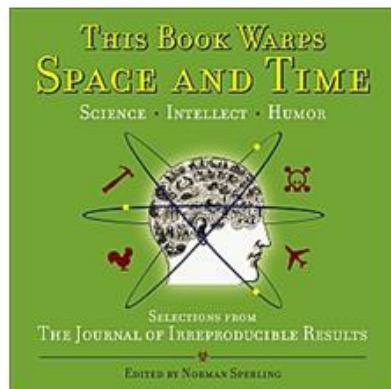
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Chortle!
Guffaw!

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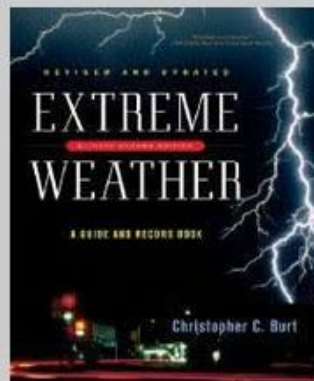
This Book Warps Space and Time

JIR's anthology is a fast-paced frolic of humorous and quirky tidbits in science, math, academe, bureaucracy, and witty wordplay. More than 250 entries ponder and pun the practical and peculiar. Edited by *JIR*'s Norman Sperling, published by Andrews McMeel. 289 pages, 6 x 6 inches (but only the dimensions are square), soft cover. A great gift! custom-inscribed any

Few Thrills Compare to Weather at its Worst

Extreme Weather

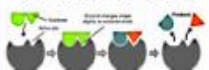
by Christopher C. Burt



We often hear that the day was the hottest, coldest, wettest, or snowiest on record. Is the climate really becoming more extreme as a result of global warming? The facts are in this book, along with bizarre weather events: heat bursts, electrified dust storms, snow rollers, pink snowstorms, luminous tomadoes, falls of fish and toads, ball lightning, and super bolts. Great gift! Revised edition, 320 pages, 110 photos, 47 maps, 68 tables and graphics, extreme weather data for >300 US cities. Soft cover, 2007. \$29.95, custom-inscribed by author Chris Burt any way the customer wants, including US postage. [eMail](#) or snail-mail your order.

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4230		'Grad student etiquette' view comic
3503		'Vacation v. Stress' view comic
3470		'The Economic Meltdown' view comic
3250		'Seminar Bingo' view comic

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Questions

See Contact Information

Contact Information

- Catherine Bolek, Director, OSRP, csbolek@umes.edu X6714
- Josh Shockley, Grants Accountant, jshockley1@umes.edu X8993
- Libby Hall, Grant and Contract Assistant, lmhall@umes.edu X6107

- Web site www.umes.edu/osp