AGENDA

 What is a training grant?

 What are typical components of a training grant?

 What resources are available to assist me?
WHAT IS A TRAINING GRANT?

• A training grant is a grant of money or other resources to provide training to a group of students in a particular field and to develop and enhance research training through a coordinated programmatic approach.

• Trainees are selected by the institution.

• Training is usually provided in defined areas.

• The funds may be allocated for faculty salaries, student aid, or other expenses.
TRAINING GRANT BENEFITS
TRAINING GRANT BENEFITS

- **Research training opportunities:** To develop or enhance research training opportunities for individuals, selected by the institution, who are training for careers in specified areas identified in the grant solicitation.

- **Stipends available for trainees:** Trainees are typically supported for 12-month full-time training appointments for which they receive a stipend as a subsistence allowance to help defray living expenses during the research training experience.

- **Tuition and fees are allowable expenses** for predoctoral and postdoctoral trainees for most training grants. These costs should be included in the budget.
Other costs defrayed: Several training grants provide resources to defray costs such as staff salaries, consultant costs, equipment, research supplies, staff travel, trainee health insurance (self-only or family as applicable), and other expenses directly related to the training program.

Some training grants provide funds to cover the costs of trainee travel, including attendance at meetings, which the institution determines is necessary to the individual's training.

The Voluntary Tuition Incentive Program for Research and Training Grants will provide resources to support new doctoral graduate research assistantships through the return of revenue to funded investigators and their departments.
The Voluntary Tuition Incentive Program is designed to increase the number of enrolled doctoral students and support new Ph.D. graduate assistantships through the return of review to principle investigators and their departments.
The Voluntary Tuition Incentive Program for Training Grants provides resources to support new doctoral graduate research assistantships through the return of revenue to funded investigators and their departments for up to two graduate research fellows who receive full time, in-state graduate tuition from a sponsored programs administered training grant.

Through this program, 1.555 times the university’s base tuition rate will be returned to the department of the principal investigator to cover an assistantship for another doctoral student. These funds must be deployed within one year of receipt. Departments must use these assistantships strategically to achieve the goal of the program: to increase the number of enrolled doctoral students.
TRAINING GRANT COMPONENTS
PRIMARY TRAINING GRANT COMPONENTS

Project Information
Program Plan
Budget
Budget Justification
Tables
Biosketches
Institutional Information (i.e., University description, Reasonable Conduct Research, OTHER...)
PROJECT INFORMATION

The project information section requires you to provide information about the following:

* Site locations
* Summary/Abstract
* Senior/Key Person Profile
* Program Plan
PROGRAM PLAN

• The Program plan can be up to 25 pages and must include: (1) strengths, leadership, training, professional expertise, and active research of the proposed training principal investigator (PI), (2) faculty (those who will serve as mentors) information, (3) program objectives and activities, (4) the evaluation process, (5) size and qualifications of the trainee candidates, (6) the institutional environment and commitment to the program, (7) recruitment and retention plan to enhance diversity, and (8) a plan for instruction in the responsible conduct of research (RCR).

• Trainees on Ruth L. Kirschstein National Research Service Award (NRSA) training grants are required to receive training in the RCR, which may include the protection of human subjects as a topic. Trainees involved in the design or conduct of human subjects research only need to provide additional documentation of having received the required human subjects education if their required RCR training does not include the protection of human subjects as a topic.
• The Graduate School’s Grants Coordinator will be able to provide you with “boilerplate” language to assist you in structuring your statements for your recruitment and retention plan to enhance diversity and your plan for instruction in the RCR.
BUDGET

Direct vs. Indirect Costs

• **Direct costs** are directly attributable to the project and allowable salaries with fringe benefits, student fees/tuition, consultants, equipment, supplies, travel, publication, shared facility fees, etc.

• **F&A (Indirect) Costs** are the Facilities and Administrative costs, or “overheard” shared by all cost centers. The specific rate is negotiated by the institution with the government.
BUDGET CONSIDERATIONS

• Budgets must be consistent with grantee institutional policies and practice
• Request reasonable amounts based on current conditions and need
• Don’t request contingencies or uncommitted promotions
• Justify everything, especially the unusual and large ticket items
• Ideally, the science drives the budget and justification
• Budget Justification
• Tables
• Biosketches

• Most information is submitted on online forms.
# TRAINING GRANT COMPONENTS

## Instructions and Sample Data Tables for all Tables

**Table 1** Membership of Participating Departments/Programs (New Applications)  
**Table 2** Participating Faculty Members  
**Table 3** Institutional Training Grant Support Available to Participating Faculty Members, Departments, or Programs  
**Table 4** Grant and Contract Support of the Participating Faculty Members  
**Table 5A** Predoctoral Trainees of Participating Faculty Members  
**Table 5B** Postdoctoral Trainees of Participating Faculty Members  
**Table 6A** Publications of Research Completed by Predoctoral Trainees (New Applications)  
**Table 6B** Publications of Research Completed by Postdoctoral Trainees (New Applications)  
**Table 6A** Publications of Research Completed by Predoctoral Trainees (Renewal Applications)  
**Table 6B** Publications of Research Completed by Postdoctoral Trainees (Renewal Applications)  
**Table 7A** Admissions and Completion Records for the Participating Departments and Programs During the Past Five Years (Predoctoral Applicants)  
**Table 7B** Admissions and Completion Records for the Participating Departments and Programs During the Past Five Years (Postdoctoral Applicants)  
**Table 8A** Qualifications of Recent Predoctoral Applicants  
**Table 8B** Qualifications of Recent Postdoctoral Applicants  
**Table 9A** Qualifications of the Current Predoctoral Trainees Clearly Associated with the Training Program (New Applications)  
**Table 9B** Qualifications of the Current Postdoctoral Trainees Clearly Associated with the Training Program (New Applications)  
**Table 9A** Qualifications of the Current Predoctoral Trainees Clearly Associated with the Training Program (Renewal/Revision Applications)  
**Table 9B** Qualifications of the Current Postdoctoral Trainees Clearly Associated with the Training Program (Renewal/Revision Applications)  
**Table 10** Admissions and Completion Records for Underrepresented Minority (URM), Trainees with Disabilities, and Trainees from Disadvantaged Backgrounds Clearly Associated with the Training Program (Renewal Applications, Optional for New Applications)
T32 – TABLES REQUIRED – NATIONAL INSTITUTE OF HEALTH

• *Tables 1, 2, 3, 4, 5a, 6a, and 8a* for new Predoctoral Training submissions (review tables in presentation – provide samples and instructions)

• Tables 1, 2, 3, 4, 5b, 6b, and 8c for new Postdoctoral Training submissions
GREAT! NOW WHAT???
A SHORT STORY…

This is a little story about four people named Everybody, Somebody, Anybody, and Nobody.

There was an important job to be done and Everybody was sure that Somebody would do it.

Anybody could have done it, but Nobody did it.

Somebody got angry about that because it was Everybody's job.

Everybody thought that Anybody could do it, but Nobody realized that Everybody wouldn't do it.

It ended up that Everybody blamed Somebody when Nobody did what Anybody could have done.
HELP IS AVAILABLE
RESOURCES

The Graduate School’s Grants Coordinator is available to:
• Identify funding opportunities
• Gather data and prepare tables required for the grant
• Request information from faculty
• Provide “boilerplate” language
• Entering data into GEAR and FastLane (application portals)
RESOURCES
FUNDING OPPORTUNITIES

- Grants.gov
- PIVOT
- National Institutes of Health
- National Science Foundation
“I DON’T HAVE ENOUGH TIME!”
PLAN AND PREPARE
SAMPLE TIMELINE FOR NIH GRANT SUBMISSION
DEADLINE DATE: SEPTEMBER 25, 2018

PLANNING PHASE
January – March 2018

• Assess your schedule and your resources
• Brainstorm and research your idea. Discuss the idea with the Program Officer
• Identify and meet with participating faculty to discuss idea and next steps
• Meet with Training Grants Coordinator

WRITING PHASE
April – July 2018

• Assign participating faculty with a section of the grant application to write and/or other research assignments and due dates for completion
  • Schedule “Check-In” meetings.
  • Provide TGC with a list of participating faculty to complete the tables, if applicable.
  • WRITE!!!

SUBMISSION PHASE
August 1 – September 18, 2018

• Provide assigned proofreaders with the application to review
• Make any adjustments
• Submit to Sponsored Research Administration (SPA) for submission.
REQUEST FOR TRAINING GRANT ASSISTANCE
SEVEN STEP PROCESS

MAKE THE REQUEST: The Online Request for Assistance Form should be completed and submitted to the Training Grants Coordinator (TGC) at least eight weeks prior to the deadline date to submit the grant.* The form is located in GradStatus. https://gradstatus.uga.edu/Forms/G142

SCHEDULE A MEETING: The TGC will contact the PI to schedule a meeting to discuss the grant opportunity, determine what data will be needed for the application, and identify the portions of the grant application that the TGC and the PI will complete.

*Requests received later than eight weeks prior to the deadline date will be considered for assistance as workload allows.
REQUEST FOR TRAINING GRANT ASSISTANCE

PROVIDE REQUIRED INFORMATION: The PI provides the TGC with any follow-up information or documents discussed in the meeting, if applicable (i.e., names of faculty involved in grant, budget information, etc.). **

REVIEW INFORMATION: The TGC will submit the information to the PI to review.**

INCORPORATE DATA/INFORMATION: The data from the TGC and the PI are incorporated into the grant application forms or into the grant portal.

**The TGC and the PI will create a timeline for exchanging information based on the amount of information needed and the amount of time needed to secure and prepare the information prior to the grant application’s deadline date.**
REQUEST FOR TRAINING GRANT ASSISTANCE

SUBMIT TO SPA FOR REVIEW: The grant application is submitted to Sponsored Projects Administration (SPA) a week prior to the grant application’s deadline date.

APPLICATION SUBMISSION: The SPA will review and submit the completed grant application to the appropriate funding agency.

COMPLETE AND SUBMIT EVALUATION FORM: (OUTLINE PROCESS)

*It generally takes 6-9 months to receive a determination on the grant award.*
MORE ABOUT TRAINING GRANTS

- General Information
- Training Grant Workshop
- Training and Career Programs
- Boilerplate Language for Training Grants
- Information Resources
- Reference and Sample Documents
- FAQ
QUESTIONS???

“The art and science of asking questions is the source of all knowledge.”

Thomas Berger, Author