Laboratory Fees Research Program
UC-NL In-Residence Graduate Fellowships 2025

Applicant Webinar
June 2024
Applicant Webinar: Agenda and Topics

- Overview of Funding Opportunity
- Components of Full Proposal
- Scoring Criteria
- How to Submit Full Proposal
- Questions & Answers
UC Research Initiatives
Research Grants Program Office

UCRI administers the Laboratory Fees Research Program on behalf of the University of California.

Programmatic questions should be directed to us at UCRI@ucop.edu

UCRI Program Officer       Leila Sievanen

RGPO Contracts & Grants    Laurie Stevens
Laboratory Fees Research Program (LFRP)
In-Residence Graduate Fellowships

This program leverages the longstanding partnership between the University of California, Los Alamos National Lab, and Lawrence Livermore National Lab, to provide unique training opportunities and support to graduate students who wish to conduct dissertation research in-residence at LANL or LLNL.
Laboratory Fees Research Program (LFRP)
In-Residence Graduate Fellowships

Award of $75,000 / year
Additional travel funds of $5,000 total
Two- or three-year fellowship period

Joint research oversight by
UC academic advisor and lab mentor

Fellowship start date: April 1, 2025
Fellowship Application Process

1. Letter of Intent
2. LOI Review
3. Advancement to Full Proposal
4. Full Proposal Submission
5. Proposal Review and Selection
Full Proposal Components

• Abstract
• Research Plan
• Applicant Statement
• Mentorship and Training Plan
Additional Proposal Requirements

- Blinded letter from dissertation advisor (*template*)
- Letter from lab mentor (*template*)

- Applicant’s graduate transcript
- Applicant’s CV/ Biosketch
- Dissertation advisor’s CV/ Biosketch
- Lab mentor’s CV/Biosketch

- Human Subjects, Animals, or Biohazards form
Scoring Criteria

- Research Excellence
- Strength of Training, Supervision, and Mentorship
- Qualifications of the Applicant and Quality of Academic Preparation
## Key Dates

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>Letters of Intent Due</td>
<td>May 30, 2024</td>
</tr>
<tr>
<td>LOI Notification</td>
<td>June 14, 2024</td>
</tr>
<tr>
<td>Full Proposals Due</td>
<td>September 5, 2024</td>
</tr>
<tr>
<td>Notification of Review Outcome</td>
<td>December 13, 2024</td>
</tr>
<tr>
<td>Fellowship Start Date</td>
<td>April 1, 2025</td>
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Accessing SmartSimple

Login to SmartSimple: https://rgpogrants.ucop.edu/

Returning users login here
From Approved LOI to Full Application

1. Click on “In Progress Applications.”
2. Locate the row for your submitted Lab Fees Graduate Fellows LOI. The “Status” Column will indicate if your LOI is approved. Click “Open” to begin full application and access instructions and templates.
3. Click on the “Continue to Full Application” button at the bottom of the screen to access the Full Application materials.
Application Submission

Instructions can be downloaded from the top of every page.

Complete each section of the application.

Download templates and upload required attachments in the Documentation section.
Full Application: Inviting UC Advisor to submit a blinded letter of recommendation

1. Click on “Invite Personnel”
Full Application: Inviting UC Advisor to submit a blinded letter of recommendation

2. Click the plus button to add your UC Advisor
3. Enter the Advisor’s name and email address
4. Select Referee in the “Role” column
5. Click ‘Invite’ to send out invitation email.
### Budget tab

Click the Budget tab

Click "Open" to start entering information

<table>
<thead>
<tr>
<th>Action</th>
<th>Owner - Institution</th>
<th>Total DC</th>
<th>Total IDC</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Open</td>
<td>Jane Doe 2 - MERCY HOUSING CALIFORNIA</td>
<td>$141,750</td>
<td>$42,225</td>
<td>$183,975</td>
</tr>
</tbody>
</table>

Total

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<th>Total DC</th>
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Options:
- Save Draft
- Withdraw
- Submit to Signing Official
Budget tab - Adding Institution Contacts

Start typing the name of your signing official into the field and select from the list that populates.

If you cannot find their name in the list, click “Can’t find Signing Official.” Then click “Add Signing Official” and complete the form.
**Budget tab - Editing the budget**

Faculty Seed Grants Application » **Budget**

**Budget Instructions:**
Please open the budget and carefully read the limits set on the call for numbers.

<table>
<thead>
<tr>
<th>INSTITUTION CONTACTS</th>
<th>BUDGET SUMMARY</th>
<th>BUDGET DETAILS</th>
</tr>
</thead>
</table>

Please click the Edit Budget button below to enter your budget information.

**Edit Budget**

RGP0Test Becky PI2 - MERCY HOUSING CALIFORNIA

**Budget Summary**

| TOTAL BUDGET | $0 | $0 |

**Do not click “Budget Complete” until you have entered all the necessary budget figures and justification notes – clicking this button will lock your budget.**
Scroll down to “Student Tuition & Fees, Graduate Student Stipends”
Click “+” to add a new row.

Entries will populate in the budget summary at the top of the page.

Enter budget justification.

Repeat for “Travel Expenses” and “Indirect Costs / Facilities & Administrative (F&A) Costs” sections
Submit to Signing Official

The Applicant PI submits the application to the campus signing official, who then submits it to RGPO. *The signing official must submit it by the deadline*; please be aware of any internal deadlines for submission.
If you still have questions...

1. Ask them today

2. Review the materials in the RFP, FAQs, and Full Application Instructions

3. Visit our website at: https://www.ucop.edu/research-initiatives/programs/lab-fees/index.html

4. Contact us as questions arise
Contact Information

For SmartSimple support:

Research Grants Program Office
RGPOGrants@ucop.edu

For programmatic questions:

University of California Research Initiatives (UCRI)
UCRI@ucop.edu