

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

**Applicant Webinar**  
**June 2024**

UNIVERSITY OF CALIFORNIA  
RESEARCH INITIATIVES

# 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](mailto: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

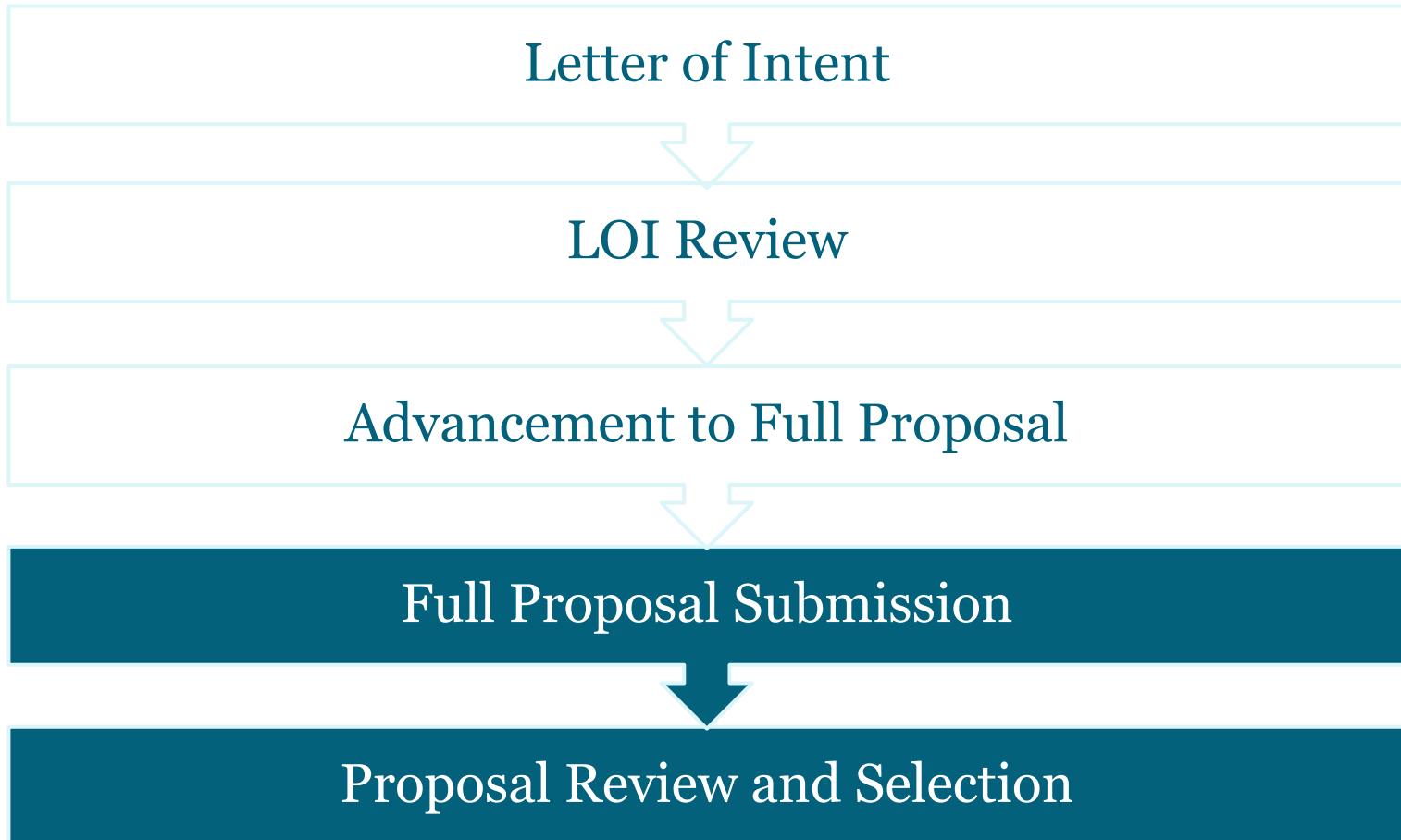
Additional travel funds of \$5,000 total

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



# 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

<b>Letters of Intent Due</b>	May 30, 2024
<b>LOI Notification</b>	June 14, 2024
<b>Full Proposals Due</b>	September 5, 2024
<b>Notification of Review Outcome</b>	December 13, 2024
<b>Fellowship Start Date</b>	April 1, 2025

# Accessing SmartSimple

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

UNIVERSITY  
OF  
CALIFORNIA

**Returning users  
login here**

## Welcome to Research Grants Program Office | UCOP

The Research Grants Program Office (RGPO) oversees a broad grantmaking portfolio of over \$100 million a year to support research that is critical to California, the nation and the world. RGPO programs enhance University of California's research capacity and excellence, which helps attract top faculty, graduate students, government funding and companies to our state.

The SmartSimple Grants Management System is now accepting letters of intent (LOIs) and applications for the Tobacco-Related Disease Research Program (TRDRP). For information regarding the 2019 call for applications, please visit TRDRP's website at [www.trdrp.org](http://www.trdrp.org)

## Principal Investigator Registration

Register Here

## Login to SmartSimple

Email:

Password:

Enter Password

Login

[Forgot Password?](#)

[Privacy & Security](#)

# From Approved LOI to Full Application

The screenshot shows the 'My Applications' dashboard. It features a header with the University of California logo and navigation links for Home, Available Funding Opportunities, and Historical Applications. The main content area displays four application status cards: 'My Applications' (1), 'In Progress Applications' (3), 'Submitted / Under Review Applications' (0), and 'Awarded Applications' (0). A red circle highlights the '1' in the 'My Applications' card, and another red circle highlights the '3' in the 'In Progress Applications' card.

This is a duplicate of the previous screenshot, showing the 'My Applications' dashboard with the same application status cards and navigation elements.

In Progress Applications

RFA	Application ID	Project Title	Type	PI Name	My Role	LOI Deadline Date	FA Deadline Date	Status
1	T29IR0228	STOY Test 2	High Impact Research Project	Jane Doe	Principal Investigator	08/16/2018	09/27/2018	Invited to Full Application <input type="button" value="Open"/>

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.

# From Approved LOI to Full Application

The screenshot displays the University of California application portal for the L22CR4394 RGPOTest Project Personnel Demo. The page includes a navigation menu with 'Main' and 'Notes', and a header with 'UNIVERSITY OF CALIFORNIA' and 'Home Available Funding Opportunities Historical Applications'. The main content area shows 'Call for Application Details' with the name 'LFRP 2022 Collaborative Research and Training Awards' and a deadline of '08/05/2021 12:00:00'. Below this, there is a section for 'Templates and Instructions' with a file 'UC\_Lab\_Fees\_2022\_-\_CRT\_-\_LOI\_instructions.pdf' (912.8 KB - 03/30/2021 9:23AM). A 'Preview' button is visible. The page is divided into sections: 'TITLE PAGE', 'APPLICANT / PRINCIPAL INVESTIGATOR', 'PROJECT INFORMATION', 'PROJECT CONTACTS', 'BUDGET', and 'SIGNATURE PAGE'. The 'PROJECT INFORMATION' section is active, showing 'Application ID: L22CR4394', '\* Project Title: RGPOTest Project Personnel Demo' (69 characters left), '\* Project Duration (year): 3', and '\* Proposed Project Start Date: 03/01/2022'. A red circle with the number '3' is placed over the 'Continue to Full Application' button at the bottom of the form.

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.

Deadline: 12/05/2019 12:00:00

Templates and Instructions:

-  [CBCRP\\_Submission\\_Instructions\\_by\\_Award\\_Type.pdf](#)  
20.6 KB - 08/27/2019 12:49pm

Total Files: 1



 Preview



**TITLE PAGE** | APPLICANT / PRINCIPAL INVESTIGATOR | PROJECT INFORMATION | PROJECT CONTACTS | BUDGET | ASSURANCES | DOCUMENTATION | SIGNATURE PAGE

Application ID: B26PW1210

\* Project Title:   
72 characters left

\* Project Duration (year):

\* Proposed Project Start Date:   

\* Proposed Project End Date:   

# Full Application: Inviting UC Advisor to submit a blinded letter of recommendation

1. In the Full Application, click on "Invite Personnel" in the left sidebar.

Call for Application Details  
Name: RGPOTest CRCC C  
Type: Faculty Seed Grants  
Deadline: 04/02/2020 12:00:00

Templates and Instructions:

[2020CRCC-LOinstrux-20181212.pdf](#)  
240.2 KB - 10/29/2019 2:30pm

Total Files: 1

Preview

< TITLE PAGE APPLICANT / PRINCIPAL INVESTIGATOR PROJECT INFORMATION PROJECT CONTACTS BUDGET ASSURANCES >

1. Click on "Invite Personnel"

# Full Application: Inviting UC Advisor to submit a blinded letter of recommendation

C21CR1535 RGPOTest CRCC v1

**Add Personnel**  
Please input basic contact information First Name, Last Name, Email, and Role. An invitation email is triggered allowing the invited contact to accept or decline the invitation. The Status column will display the current status of the invitation. Once accepted personnel will be granted access (Roles and access are defined below).

**PI Assistant:** User can View/Edit/Submit the application.

Prefix	First Name	Last Name	Email	Role	Status
+					

Save Invite

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

Templates and Instructions:

[Award\\_Type.pdf](#)

INVESTIGATOR PROJECT INFORMATION PROJECT CONTACTS **BUDGET** ASSI >

## Total Project Costs

Action	Owner - Institution	Total DC	Total IDC	Total
<a href="#">Open</a>	Jane Doe 2 - MERCY HOUSING CALIFORNIA	\$141,750	\$42,225	\$183,975
<b>Total</b>		<b>\$141,750</b>	<b>\$42,225</b>	<b>\$183,975</b>

< BACK

NEXT >

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.

**INSTITUTION CONTACTS**    BUDGET SUMMARY    BUDGET DETAILS    SUBCONTRA

---

**\* Signing Official**

This should identify the individual who is authorized to act for the Applicant Organization, and w conditions for any grant, including the applicable grantor regulations.

Search and select ?

**\* Fiscal Contact**

This should identify the individual at the Applicant Organization who will serve as the authorized

Search and select ?

**\* Contracts and Grants Contact**

This should identify the individual in the Applicant Organization’s Contracts and Grants Office, o an award be made, and who will serve as the liaison to the grantor on official grant administrati

Search and select ?

**Can't find the contact you're looking for?**

Can't find Signing Official  
 Can't find Fiscal Contact  
 Can't find Contracts and Grants Contact

**Add Signing Official**

# Budget tab - Editing the budget

Faculty Seed Grants Application » Budget

↑ Back to Application



## Budget Instructions:

Please open the budget and carefully read the limits set on the call for numbers.

INSTITUTION CONTACTS

**BUDGET SUMMARY**

BUDGET DETAILS

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

✎ Edit Budget

**RGPOtest Becky PI2 - MERCY HOUSING CALIFORNIA**

## Budget Summary

TOTAL BUDGET

\$0

\$0

← BACK

Save Draft

Budget Complete

**Do not click “Budget Complete” until you have entered all the necessary budget figures and justification notes – clicking this button will lock your budget.**

# Budget tab - Editing the 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

## Budget Detail Justification

The budget table on the top of this page is generated from expenses entered in the budget categories below. Please scroll down to the budget categories and click “+” to enter your expenses. Please note you must manually calculate and enter any indirect costs in the budget category section at the bottom of this page. For each budget category, provide all necessary justification. There is no character limit on the budget justification, though it should be concise.

The per year direct cost maximum is: \$250,000.00

The total direct cost maximum is: \$750,000.00

	Year 1	Total
Personnel Costs	\$2,000	\$2,000
Student Tuition Fees, Graduate Student Stipends	\$0	\$0
Other Project Expenses	\$0	\$0
Equipment	\$0	\$0
Travel Expenses	\$0	\$0
Subcontracts	\$0	\$0
Service Contracts and Consultants	\$0	\$0
<b>Direct Costs</b>	<b>\$2,000</b>	<b>\$2,000</b>
Modified Total Direct Costs (MTDC)	\$2,000	\$2,000
Indirect Costs (IDC)Total	\$0	\$0
<b>Total Expenses</b>	<b>\$2,000</b>	<b>\$2,000</b>

### 1. Personnel Costs (Salary and Fringe)

Salaries and Fringe Benefits	Year 1	Total
Salary 1	\$2,000	\$2,000
	\$2,000	\$2,000



For each person supported by this grant, describe their contribution to the project.

Justification

# Submit to Signing Official

Main

Notes

Invite Personnel

**Call for Application Details**

Name: TRDRP 2019A - High Impact Pilot Award

Type: High Impact Pilot Award

Deadline: 09/27/2018 12:00:00

**Templates and Instructions:**[IP\\_Application\\_Instructions.pdf](#)

1,916 KB - 07/18/2018 6:32pm

Total Files: 1

Preview

TITLE PAGE APPLICANT / PRINCIPAL INVESTIGATOR PROJECT INFORMATION INSTITUTION CONTACTS BUDGET ASSURANCES DOCUMENTATION **SIGNATURE PAGE****\* Applicant Signature**

Check the box to indicate that you acknowledge the statement below and type in your full legal name to serve as your electronic signature.

 I certify that the statements herein are true, complete and accurate to the best of my knowledge. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. I agree to accept responsibility for the scientific conduct of the project and to provide the required progress reports if a grant is awarded as a result of this application.**\* Applicant Electronic Signature (Type in your full legal name)**

Jane Doe

**\* Date**

07/19/2018



Click "Save Draft" before clicking on the "Submit to Signing Official" button to submit your application

Save Draft

Withdraw

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](mailto:RGPOGrants@ucop.edu)**

For programmatic questions:

**University of California Research  
Initiatives (UCRI)**

**[UCRI@ucop.edu](mailto:UCRI@ucop.edu)**