University of California Multicampus Research Programs and Initiatives

Applicant Webinar for 2021 Awards
June 2020
Webinar Agenda and Topics

• Overview of Funding Opportunity/Tips and Reminders

• Key Deadlines

• Submitting your proposal in SmartSimple
UC Research Initiatives
Research Grants Program Office

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

Director, UCRI: Kathleen Erwin

Program Officers: Leila Sievanen
Jessica Wu
Chris Spitzer

RGPO C&G: Rebecca Stanek-Rykoff
MRPI Funding Priorities - All Awards

_Innovative, compelling, novel multidisciplinary or interdisciplinary research_

- At least three UC campuses (additional collaborators across the UC system encouraged)
- Engage faculty/researchers across career stages
- Research and training opportunities for students
- Benefit to UC and California
- Plans for obtaining extramural funding to support ongoing research activities
Multicampus Research Programs and Initiatives (MRPI)

MRPI proposals:
- 2 award types:
  - Planning/pilot (1-2 yrs; launch new collaboration)
  - Program (2-4 yrs; additional components required)

MRPI team structure and designated leads
- One Applicant PI at host campus
- One Co-PI at each of the other collaborating campuses
- Other collaborators are Co-Is; Trainees.
Highly Competitive

- 100 LOIs accepted (of 226 submitted) across all disciplinary areas and award types
- ~$18 M in total available funding for all awards
- Budgets should be *judicious and well justified* in relation to the proposed activities
- Adhere to budget guidelines in the RFP, Application Instructions, or that accompanied LOI notification.
Review & Scoring Criteria

Research Excellence and Innovation
• High quality research on compelling topics
• Innovative, multidisciplinary, and feasible

Strength of the Collaboration; Systemwide Impact and Benefit
• Genuine engagement of faculty, researchers, and students from at least three UC campuses
• Positions UC for strategic excellence

Importance and Benefit to California

Quality of Graduate Student Training
• Meaningful engagement by graduate students in innovative scholarship
• Supports advancement toward degree
Review & Scoring Criteria (Program Awards only)

Public Engagement/Community Collaboration
- Outreach appropriate to research scope and activities
- E.g. community-based participatory research; citizen science; K-12 education;
- See RFP for additional guidelines and examples

Contributions to Undergraduate Research and Curricula
- Transform curriculum or provide research, internship, or fieldwork opportunities
Tips and Reminders - Full Application

- Follow Application Instructions; Read RFP & FAQs
- Use and follow the provided templates
  - Check for correct award type and competition cycle
- Notify your campus C&G/SPO immediately of your intent to apply and the collaborators from other campuses
- Award Start Date: January 1, 2021. End Dec 31 (YEAR)
Tips and Reminders - Full Application

Correct technical errors in the LOI and Full Applications

- Key Personnel Table
  - Roles and academic titles required
  - Name order (last name, first name)
  - Use only allowable roles and designations
  - Changes or Additions to Key Personnel:
    - Key personnel may participate in one and only one MRPI proposal
    - Review eligibility criteria in RFP
Tips and Reminders - Full Application

Proposal Access
• “PI-Assistant” designation is typically restricted to one individual identified by the Applicant PI who has full proposal access and submission functionality
• Co-PIs should be allowed to view the proposal in SmartSimple

Budget Access
• Collaborating campuses (including the UC national labs) should each complete a “subcontractor” budget (if requesting funds)
• Co-PIs can edit their own budgets if desired
Add Co-PIs in 3 places in SmartSimple:

1. Project Personnel table (in PROJECT CONTACTS tab)
2. Via the Invite Personnel function to grant view access to the proposal
3. In the subcontract to grant edit access to the site budget
Key Dates

Thursday, August 6, 2020
Full Proposals Due

Thursday, December 3, 2020
Expected Notification

Friday, January 1, 2021
Award Start Date
Accessing SmartSimple

Login to SmartSimple: https://ucop.smartsimple.com/

First-time users register here

Returning users login here
1. Click on “In Progress Applications.”

2. Locate the row for your submitted MRPI 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” button at the bottom of the screen to access the Full Application materials.
Application Submission

Complete each section of the application.

Instructions can be downloaded from the top of every page.

Preview button generates PDF of application (including budget and all uploaded attachments)

Download templates and upload required attachments in the Documentation section.
1. Click on "Invite Personnel"
2. Click the plus button to add an individual who needs access to the application in SmartSimple.

- **PI Assistant**: can view, edit, and submit a completed application
- **Co-Investigator**: can view an application (recommended for MRPI co-PIs)

3. Enter the individual’s name and email address.
4. Repeat as needed.
5. Click ‘Invite’ to send out invitation emails.
Click the Budget tab

Click “Open” to start entering information

The Prime Budget (accessed from BUDGET tab) is used to enter the budget for the host campus, and Institution Contacts for the host campus.

The BUDGET tab is also where you will create subcontracts for other campuses.
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.
Do not click “Budget Complete” until you have entered all the necessary budget figures, justification notes, and subcontracts – clicking this button will lock your budget and you will not be able to make additional edits.
**Budget tab - Editing the prime budget**

Scroll down to "Personnel Costs." Click "+" to add a new row.

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

Enter budget justification.

Repeat for all budget categories.

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**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

<table>
<thead>
<tr>
<th>Budget Category</th>
<th>Year 1</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel Costs</td>
<td>$2,000</td>
<td>$2,000</td>
</tr>
<tr>
<td>Student Tuition Fees, Graduate Student Stipends</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Other Project Expenses</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Equipment</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Travel Expenses</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Subcontracts</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Service Contracts and Consultants</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Direct Costs</strong></td>
<td>$2,000</td>
<td>$2,000</td>
</tr>
<tr>
<td>Modified Total Direct Costs (MTDC)</td>
<td>$2,000</td>
<td>$2,000</td>
</tr>
<tr>
<td>Indirect Costs (IDC)Total</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>$2,000</td>
<td>$2,000</td>
</tr>
</tbody>
</table>

1. Personnel Costs (Salary and Fringe)

<table>
<thead>
<tr>
<th>Salaries and Fringe Benefits</th>
<th>Year 1</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salary 1</td>
<td>$2,000</td>
<td>$2,000</td>
</tr>
</tbody>
</table>

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

**Justification**

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Each campus site with a budget will need a separate subcontract. After clicking “Add New Subcontract Budget”, click the “Open” button that appears.
Budget tab - Subcontracts

Option 1: subcontract entered by Applicant PI
Subcontractor name: enter the name of the co-PI

1. Enter the Subcontractor Name and Institution.
2. Click to edit the subcontract budget (same interface as prime budget).
3. Click “Save Draft” to save work, or “Budget Complete” when subcontract is complete.
4. Click “Back to Budget” to return to prime budget.
Budget tab - Subcontracts

Option 2: subcontract entered by co-PI

1. Enter the Subcontractor name. Start typing their Institution (e.g. "University of California") into lookup box and select from auto-complete options

2. Click on "Invitations" to invite a subcontractor to fill out the subcontract
Option 2: subcontract entered by co-PI

The “Invitations” tab in the subcontract functions like the “Invite Personnel” tab on the main application.

Note that the co-PI can use this functionality to invite someone else (e.g. an assistant) to fill out the subcontract.
Budget tab - Subcontracts

Option 2: subcontract entered by co-PI

You must return to Main tab of subcontract and click “Request Subcontractor Completion” button for subcontractor to access subcontract.
The PI submits the application to the 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.
I still have questions.....

1. **Ask them today**

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

3. Visit our website at:  
   [www.ucop.edu/research-initiatives/programs/mrpi](http://www.ucop.edu/research-initiatives/programs/mrpi)

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