

Research Administration

Helpful Resources and Updates

Reminders

- ▶ Proposals are Due to RAS 5-business days before they are due to the sponsor.
 - ▶ This clock doesn't start until the proposal is in RAS, so routing time is not included
 - ▶ If your proposal has U/R, Cost Sharing, or other special considerations, please make sure to factor in additional time
- ▶ For NIH, DOE and NSF proposals, you will need to complete security training BEFORE we are able to route the proposal for review. For more information, please see Ian Waitz's communication from 9/13
- ▶ With the government shut down, we are still able to submit proposals but, expect delays in reviews, awarding and any post award approvals
- ▶ If you are thinking about submitting a proposal, please alert your local Research Admin as soon as possible

Late Waivers

- ▶ Proposals that are under the 5-day deadline require a late waiver
 - ▶ PIs are limited to 3 per calendar year
 - ▶ Any waiver requested on behalf of a researcher who reports to the PI who doesn't have default PI status by the nature of their appointment will also count towards their annual limit (ex: Postdoc or student applies for fellowship and needs a late waiver. That request will count towards the PI's limit)
 - ▶ Must get approval from Department Head
 - ▶ The request must contain the following information: Sponsor and sponsor deadline
 - ▶ If there is any cost sharing
 - ▶ If there is any under-recovery
 - ▶ Reason or explanation that proposal submission is late
 - ▶ If the late waiver is required by a researcher outside of the PI (ex: Postdoctoral Associate or Student), the PI supervisor must still request the waiver.
 - ▶ Please cc Esme on the requests, even if someone else is assisting with proposal development

Under Recovery

- ▶ The department gets a limited allocation to cover all U/R for the fiscal year
 - ▶ Please note: this is a new process, and the department's annual allocation remains subject to change due to ongoing financial uncertainty.
- ▶ Proposals with U/R require more time at pre-award to get the proper approvals, please plan accordingly
- ▶ If your proposal will incur U/R there are two options:
 - ▶ Cover U/R with your own discretionary funds
 - ▶ Request Support from the Department
 - ▶ Requests must be made before routing the proposal to RAS
 - ▶ Must follow guiding principals
 - ▶ At post award you must spend according to the budget approved, any overages will have to be covered by the PI
 - ▶ Please cc Esme on the requests, even if someone else is assisting with proposal development

1-Time PI Status

- ▶ One-time PI status may be requested if the project supports junior researchers or requires the applicant's unique expertise.
- ▶ Guidelines for PI Status Requests
 - ▶ Small-Scale Projects: Typically, under \$200K/year for 2 years
 - ▶ Minimal Salary Coverage: Less than $\frac{1}{4}$ year, unless a career development award (e.g., NIH K99)
 - ▶ No Other Eligible MIT PI: Project must not be led by someone else at MIT
 - ▶ Research Alignment: Must align with faculty supervisor's program or be critical to the unit
 - ▶ Senior Faculty Oversight: Required for all projects
 - ▶ Department Support: Unit must provide necessary space and supervision

1-Time PI Status Process

- ▶ Submit Email to Dept. Head (cc: proposal staff) with:
 - ▶ Researcher's name & position
 - ▶ Faculty supervisor's written endorsement
 - ▶ Justification for PI status
 - ▶ Confirmation of space, resources, and oversight
 - ▶ Proposal details (title, sponsor, budget, due date)
 - ▶ Researcher's CV or biosketch
 - ▶ Dept. Head Reviews: Approves or rejects request
 - ▶ If Approved: Proposal staff sends full request to Dean's Office for final review
 - ▶ Please allow for additional time developing the proposal if PI status needs to be requested by any PI or Co-I on the proposal

Looking for Funding?

- ▶ MIT has several resources available
 - ▶ MIT Foundation Relations can help you tailor a proposal/pitch, or help guide you to the best opportunity/foundation
 - ▶ Many internal opportunities for funding
 - ▶ PIVOT, comprehensive funding search tool
 - ▶ Research Development
 - ▶ Industrial/Non-Federal
 - ▶ ILP
 - ▶ Startup Exchange
 - ▶ OSATT

How We Help

- ▶ Pre-Award
 - ▶ Your Local RA can help create checklists, budgets and guide you through the proposal process
 - ▶ Acts as the liaison between RAS and you. Ensures you are informed of any updates or issues along the way. We are the messenger, not the decision maker!
- ▶ Post-Award
 - ▶ We help ensure the grant is spent according to proposal, providing forecasts and confirming funding availability for hires
 - ▶ Assists with award set up, COI reminders and COUHES reminders
 - ▶ Assists with reporting and communicating with sponsor
- ▶ We are here to help! Getting us involved early will lead to better outcomes!

Helpful Links

► Foundations

- <https://mitfunding.infoready4.com/#rfps>
- <https://foundations.mit.edu/for-faculty/>

► Internal

- <https://research.mit.edu/research-development/internal-funding-opportunities>

► PIVOT Tool

- <https://research.mit.edu/research-development/pivot-comprehensive-funding-search-tool>

► Research Development

- <https://research.mit.edu/research-development/early-career-funding-guide>
- <https://research.mit.edu/research-development/proposal-development>

Helpful Links Continued

- ▶ Industrial/Non-Federal

- ▶ <https://ilp.mit.edu/>
- ▶ <https://startupexchange.mit.edu/>
- ▶ <https://osattcore.mit.edu/>

Questions?

- ▶ Email Esme at barreiro@mit.edu