MISSION

The Office of Research and Sponsored Programs (RSP) is a unit within the School of Graduate Studies and Continuing Education created to support the scholarly and creative activity of faculty and staff. The RSP mission is to facilitate the procurement of external support through research grants, contracts, and technical assistance agreements; to administer internal support for research; and to document and publicize the scholarly achievements of members of the University of Wisconsin-Whitewater community.

VALUES

As an academic service unit, the Office of Research and Sponsored Programs is committed to the academic excellence of the University. As such, the RSP values

- A broad definition of research and creative activity that includes the scholarship of discovery, the scholarship of learning, and the scholarship of engagement.
- The pursuit of knowledge in an environment that encourages free and open inquiry, academic achievement, scholarship, and creativity.
- The celebration of academic achievement.
- The importance of research experiences for undergraduate and graduate students.
- The collaborative nature of research.

VISION

The Office of Research and Sponsored Programs will

- Enhance the research productivity of the University.
- Increase external support of research.
- Celebrate the achievements of researchers.
### GOAL 1: INCREASE EXTERNAL SUPPORT FOR RESEARCH

**OBJECTIVE:** Administer the gift, grant, and contract application process

<table>
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<th>Strategies</th>
<th>Existing Resources(^1)</th>
<th>Resources Needed</th>
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| Process external grant applications and increase extramural proposals submitted during 2005-2006 by 10 percent via 20 percent increase in face-to-face meetings with interested faculty/staff and development and implementation of fiscal year 2005-2006 Get a Lunch, Get a Grant series. | 30% Director ($25,470) 15% PA2 ($6,060) 15% FSS ($5,800) 61% GA(s)\(^2\) ($7,762) Get a Grant, Get a Lunch: $1,000 (PR, supplies, and refreshments) | Additional graduate assistant hours per annum ($410) | Ongoing, assessed annually (June of each fiscal year) | - Number of proposals processed  
- Number of face-to-face meetings  
- Percentage face-to-face meetings yielding extramural proposals  
- Number of Get a Lunch, Get a Grant sessions  
- Number/percentage Get a Lunch, Get a Grant session participants developing and submitting extramural proposals  
- Client survey data |

\(^1\) Only expenditures that can be directly linked to the proposed objective are listed. This listing of goals for 2005-2006 does not include operational, facilities, and general administrative costs.

\(^2\) GA=Graduate Assistant.
### GOAL 2: INCREASE EXTERNAL SUPPORT FOR RESEARCH

**Objective:** Match researchers with opportunities for external support.

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| Establish a research fellows program and other forms of intensive support for proposal writing. Develop and implement Grant Scholars Program in 2005-2006. | 10% Director ($8,490)  
5% PA2 ($2,020)  
5% FSS ($1,933)  
6% GA ($820)  
Supplies and refreshments ($1,650) | 5% External evaluator ($5,306)  
External consultant and coach ($7,500) \(^3\)  
Grant Scholars program coaches (3) training, travel, and orientation ($6,000)  
Grant Scholars Program participants (12) stipends and service/supply budget ($42,000) \(^4\) | First Grant Scholars Program launched summer 2005, first assessment summer 2006 | - Number of fellows (Grant Scholars)  
- Number/percentage Grant Scholars submitting proposals  
- Client survey data |

\(^3\) Included in 2005-2006 budget proposal.  
\(^4\) $30,000 budgeted in 2004-2005. $12,000 supported by PA2 salary savings. Additional funding will be needed in subsequent years to continue the program or the number of participants can be reduced to maintain the current $30,000 funding level. Participant number was increased from six to twelve in 2004-2005 because of the overwhelming interest in the program; more than 30 faculty members applied for six slots.
### GOAL 3: UTILIZE INTERNAL RESOURCES TO MAXIMIZE RESEARCH PRODUCTIVITY

**OBJECTIVE:** Leverage intramural grant programs to secure extramural funding

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| Coordinate with the Dean of the School of Graduate Studies and Continuing Education to develop a new internal grant program to enhance faculty scholarly activity and the development and submission of grant proposals (2005). Target a fraction of these funds specifically at seeding projects that will result in external support. | Current resources described in Goal 1, Objective 1A | $150,000 to support PREP grants (target funding level per annum) | Complete solicitation of support funding for fiscal year 2005-2006 by 1 July 2005. Complete solicitation of support funding for fiscal year 2006-2007 by 1 July 2006. Program assessed annually (October each fiscal year) | ▪ Program development and implementation  
▪ Number of proposals processed  
▪ Number of awards made  
▪ Percentage intramural awards generating extramural proposal submissions  
▪ Client survey data  
▪ Number of proposals submitted  
▪ $ of awards received |

### GOAL 4: ENHANCE INSTITUTIONAL INFRASTRUCTURE FOR EXTRAMURAL SUPPORT

**OBJECTIVE:** Improve pre-award and post-award services

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| Develop and implement RSP staffing plan and budgeting.                    | See 2004-2005 budget | See 2005-2006 budget proposal      | July each fiscal year    | ▪ Staffing plan  
▪ Approved budget  
▪ Complete recruitment and hiring for 3 Graduate assistants, 1 Program Assistant 2, and 1 University Grants and Contracts Specialist (LTE)  
▪ Client survey data  
▪ Internal audit |
GOAL 5: ENHANCE INSTITUTIONAL INFRASTRUCTURE FOR EXTRAMURAL SUPPORT

OBJECTIVE: Upgrade and expand RSP communication with stakeholders

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| Modify RSP Web site.      | 1% Director ($849) | None, Excellence Grant funding for new eRA system will facilitate achievement of this objective | Content management system-based site launched in 2005-2006. Then ongoing and assessed annually (January each fiscal year) | • Website modified  
• Number of hits/month  
• Client survey data |
|                           | 5% FSS ($1,933)    |                  |                                                                             |                                   |
|                           | 2% PA2 ($808)      |                  |                                                                             |                                   |
|                           | 35% GA ($4,424)    |                  |                                                                             |                                   |
|                           | Beta testing of new eRA system by Faculty—Travis and Woller ($4,000) |                  |                                                                             |                                   |
GOAL 6: ENHANCE CURRENT AND DEVELOP NEW ELECTRONIC RESEARCH ADMINISTRATION SOLUTIONS TO MAXIMIZE EFFICIENCY

OBJECTIVE: Expand technology transfer opportunities

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| Create discipline-specific grant opportunity electronic resources through redesign of the RSP Web and launch of SMARTS. | 1% Director ($849) | None, Excellence Grant funding for new eRA system and existing staff resources will facilitate achievement of this objective | Launched by December 2006. Then ongoing and assessed annually (January each fiscal year) | - Web redesign posted  
- Number of hits/month  
- SMARTS launched  
- Number of faculty/staff enrolled in SMARTS  
- Client survey data |