



Office of Sponsored Programs

Seminars

The OSP seminar series is designed for WKU faculty and staff and is offered during the Fall and Spring semesters each year.
Watch for email announcements from sponsored.programs@wku.edu

Internal Grants at WKU

This seminar provides an overview of the internal grant programs administered by the Office of Sponsored Programs: Research & Creative Activities Program (RCAP) and Faculty-Undergraduate Student Engagement (FUSE).

Introduction to External Grants

An overview of WKU grants policies and procedures, searching for funding sources, planning and developing a proposal strategy, writing a proposal narrative, developing a budget, and post-award administration.

PIVOT – Identifying External Funding Opportunities

Learn how to create and save funding opportunity searches; track and share funding announcements; automatically receive funding notices and updates; and search for collaborators worldwide using the researcher's PIVOT online tool.

Planning the Budget for Your Grant Proposal

For anyone who works with grant budgets or who plans to write a grant proposal. This seminar focuses on the essentials of constructing a budget and budget narrative, practical exercises in budget development, and an overview of WKU policies and procedures. *Bring a calculator!*

Research Integrity – Compliance at WKU

The Office of Research Integrity provides an overview of the policies and procedures related to the rights, welfare, and security of faculty, staff, and students involved in research activities at WKU. Topics include institutional biosafety, export controls, animal care & use, human subjects, institutional training requirements, and responsible conduct of research.

The What, Why, and How of Intellectual Property at WKU

An overview of intellectual property – the creations of the mind that are protected by a set of exclusive rights – and how the Office of Research assists in allowing the owners of intellectual property to benefit from their innovative ideas. Discussion topics will include commercialization, technology transfer, and WKU's intellectual property policy.

After the Award Letter: How to Administer Your Grant Award

If you are a new project director or principal investigator, or work in an office that handles grant funds, this workshop is for you. Now that you have your grant money, how do you spend it responsibly? This seminar offers an overview of ways to spend money on WKU's campus — how to pay people, order supplies, transfer funds from one line item of your budget to another.

Grants and Contracts Accounting

Whether this is your first grant or you are a veteran, this session is designed for project directors and those in charge of managing a grant after it is awarded. Topics include: the difference between an inter-account and a budget transfer; purchasing policies related to grants; grant pay via EPAF or form 16; and Time & Effort Reporting and Effort Certification.

Contracts and Research Agreements

Learn to evaluate and draft provisions of research agreements with external sponsors. We will provide a broad introduction to the basics of contracts, fee for service agreements and MOAs.

www.wku.edu/sponsoredprograms