Welcome
Welcome to the Office of Sponsored Research Administration’s Sponsored Research News. The mission of OSRA is to support the faculty and staff in acquiring and managing external funding in order to strengthen the academic, scholarly, service, and research infrastructure and activities of the University. We publish this newsletter periodically to recognize their accomplishments.

We welcome Dr. Derrick Dunn to SSU as the new Dean of the College of Sciences and Technology and Professor of Engineering Technology and Mathematics. Dr. Dunn was previously professor and chairperson of the Department of Electronics, Computer and Information Technology in the School of Technology at North Carolina A&T State University in Greensboro, NC. In addition to his teaching credentials, Dr. Dunn brings valuable grant and research experience. We look forward to his leadership in research programs at SSU.

New Awards (January 2009 – October 2009)
Congratulations to the following faculty and staff who have recently received awards on behalf of the University. These grants support faculty and student research, student scholarships, conference presentations by faculty and students, acquisition of laboratory supplies and equipment, curriculum enhancement, mentoring and other academic support, and community and SSU service programs.

Ms. Jacqueline Awe, Director, Student Development, Morehouse School of Medicine, HBCU Center for Excellence Substance Abuse and Mental Health Mini-Grant Proposal, Stigma Reduction Campaign, Help is not a bad 4 letter word, $10,000, September 2009 – September 2010

Ms. Jacqueline Awe, End Violence Against Women on University/College Campuses, Ensync Diversified Management Services, $10,000, September 2009 – September 2010

Ms. Hope Cranford, Executive Director, ACCESS Programs, U.S. Department of Education, Upward Bound Program, $2,408,080, June 1, 2009 – May 31, 2013. This program provides academic educational assistance and support, including advisement, career exploration, and counseling, to 120 area high school students in order to increase high school retention and graduation rates and to increase the number of students entering and completing college.

Dr. Carla Curran, Associate Professor, Marine Science, U.S. Department of Education, HBCU Graduate Program, $3.0 million, September 2009 – August 2015. The goal of this program is to increase the diversity and number of graduates in the Masters in Marine Science program by expanding research and training, including provision of research supplies, seed money for research and travel, and advanced training in instrumentation and equipment. The program will provide three graduate fellowships/year ($24,000/fellowship).
**Dr. Carla Curran**, Sapelo Island National Estuarine Research Reserve, $5,000. This award will support graduate student research.

**Dr. Roenia Deloach**, Chair, Social Work, Title IV-E Child Welfare Grant, Georgia Department of Human Resources, $700,416, August 2009 – August 2010. This program supports 35 BSW and MSW students in order to prepare them for employment with DHR.

**Dr. Samuel Dolo**, Assistant Professor, Mathematics, NSF/QEM Inc. Leadership Development Institute Award, $10,000. This award will support Dr. Dolo’s research at an off-site laboratory in Summer 2010.

**Dr. Claud Flythe**, Vice President for Administration, Science Applications International Corporation, November 2008 – September 2010, $1,000,000.

**Dr. Matthew Gilligan**, Professor, Marine Science, National Science Foundation, Bridge REU Program, $290,000. Program partners are the Skidaway Institute of Oceanography, Georgia Institute of Technology – Savannah Campus, and Grey’s Reef National Marine Sanctuary. This is a 3 year summer research program. Each summer, 8-10 undergraduate students will conduct marine science research on the SSU campus (7 weeks/summer).

**Dr. Matthew Gilligan**, NOAA Congressionally Identified Awards and Projects, Savannah State University Marine Science Expansion, $449,550, September 1, 2009 – August 31, 2010. This project will support replacement of the University’s major marine science vessel, construction of a boat ramp for launching small boats, and renovation of other marine science facilities. These new and renovated facilities are needed to support the broad range of education and research activities of the Marine Science program, including delivery of academic classes; field research and data collection by faculty, undergraduate, and graduate students; outreach with K-12 students and teachers; and supporting the new marine mammal and aquarium science certificate programs.

**Dr. Shinaz Jindani**, Professor, Department of Social Work, Brookdale Foundation, Relatives as Parents Program, SSU GrandFamilies Program, May 2009 – May 2010, $6,000. The program seeks to develop and strengthen services for grandparents who are primary caregivers for their grandchildren, by developing partnerships with neighborhood and community organizations and agencies, conducting workshops for K-12 personnel, and conducting workshops and support group meetings for the grandparents.
**Dr. Shinaz Jindani**, Professor, Social Work, United Negro College Fund Special Programs Corporation (UNCFSP) and National Library of Medicine (NLM), HBCU E-Health Program/ACCESS Project: “Informed Health through the use of the Internet: A Three Prong Approach.” $20,000, October 2009 – September 2010. This program will use E-Health resources and tools to address health disparities that affect Savannah area citizens. E-health instruction, outreach, and collaboration with community partners such as Union Mission, Phoenix House, and the Chatham County Department of Health will be conducted by MSW students and interns. In addition, SSU peer tutors will conduct E-Health outreach and instruction to SSU students in the residence halls.

**Dr. Johnny Johnson**, Assistant Professor, Biology, NSF/QEM Inc. Leadership Development Institute Award, $10,000. This award will support Dr. Johnson’s research at an off-site laboratory in Summer 2010.

**Dr. Mulatu Lemma**, Professor, Mathematics, NSF PRISM, Building Undergraduate in Lower Divisions BUILD-STEM. $1.5 million, September 1, 2009 – August 2014. This program is an interdisciplinary collaboration of the math, engineering, and environmental science disciplines. It will provide 30 scholarships for STEM freshmen/sophomore majors; curriculum enhancements for key STEM introductory courses; discovery learning; and mentoring, seminars, and other student support in order to increase the retention and graduation of STEM majors. Program partners include local industries and businesses and GA Tech – Savannah Campus.

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**PRISM team leaders: Co-PI Paramasivam Sivapatham, Co-PI Jonathan Lambright, PI Mulatu Lemma**

**Dr. Karla-Sue Marriot**, Assistant Professor, Chemistry, NSF, MRI: Acquisition of LCMS-TOF for Interdisciplinary Research, $308,000, October 1, 2009 – September 30, 2012. This project, in which Armstrong Atlantic State University is the lead institution, is a collaboration between the Department of Chemistry and Physics and the Department of Biology (AASU) and the Department of Chemistry (SSU). The project funds will be used to acquire a liquid chromatograph equipped with a time of flight mass spectrometer to support the research activities of the faculty and students at the two institutions and to enhance the upper-level curriculum. Previously, an LCMS system did not exist in southeast Georgia.

**Dr. Carol Pride**, Associate Professor, Marine Science, Department of Natural Sciences and Mathematics, National Science Foundation, GK-12: Building Ocean Literacy in Coastal Community through Science Education and Estuarine Monitoring, $2,214,887. This is a five year program (April 2009 – March 2014) which will be conducted in partnership with the Skidaway Institute of Oceanography and the Savannah-Chatham County School System. The grant will provide eight $30,000 graduate fellowships/year. The graduate fellows will work with K-12 teachers during the academic year to build their pedagogical skills. The K-12 teachers will participate in summer research with SSU and SKIO faculty and with the graduate fellows.
**Dr. Carol Pride**, NSF Opportunities for Enhancing Diversity in the Geosciences (OEDG) Proposal, “Collaborative Research: Enhancing Diversity in Geoscience Education through Coastal Research in a Port City (EDGE), Track 2, July 2009 – June 2014, $1,030,442, in collaboration with Skidaway Institute of Oceanography (SkIO). This program will build on the previous Track 1 project. Program goals are to make geosciences relevant to students in the Savannah port city/coastal community and diversify the pipeline of students in geosciences through engaging SSU undergraduate students in service learning outreach, engaging high school and SSU students in coastal research teams, development of a new freshman-level Coastal Issues course, and delivery of a new Pre-College Coastal Issues Immersion Experience. Internships will be provided at SkIO and with community partners, including Gray’s Reef National Marine Sanctuary and the Tybee Island Marine Science Center.

**Dr. Carol Pride**, UNCF Special Projects NSTI Energy & Environmental Trust, $42,000, January 1 – December 31, 2009. This project supports faculty and graduate student research. Research objectives are to determine the lipid content and biofuel potential of endemic algae species, by culturing endemic species of phytoplankton or macroalgae for biofuel production, and amending cultures with secondary treated municipal wastewater rich in nutrients.

**C. Pride UNCF project**: Graduate student Amber Wilkinson and researcher Chris Hintz hang newly prepared netting in the vertical macroalgal culturing chamber for the first test of growth under different light regimes

**Dr. Kenneth Sajwan**, Professor, Environmental Science, NSF Presidential Award Individual Nomination: Enhancing Mentoring Activities at Savannah State University, September 2009 – September 2011, $10,000.

**Dr. Mary Wyatt**, Vice President, Academic Affairs, (PI), and Dr. Chellu Chetty, Associate Vice President, Research & Sponsored Programs (MAGEC-STEM Project Director), NSF, Minority Access for Graduate Education and Careers in STEM Plus (MAGEC-STEM Plus), $2.0 million, October 1, 2009 – September 30, 2014. The program will build on the success of the previously funded MAGEC-STEM program, by providing 30 scholarships ($3,000/year) each year for qualified STEM majors, student research experience at national and international (China, Malaysia, and India) research institutions, student internship opportunities at local/regional industries and schools, and development of new interdisciplinary curriculum with a research focus (forensic science, environmental engineering, and computational biology/bioinformatics).

**MAGEC-STEM Plus Team Leaders**: Program Dir. C. Chetty, Co-PI J. Lambright, PI Mary Wyatt, and Co-PI Johnny Johnson
Dr. Earl Yarbrough, President, NIH National Center on Minority Health and Health Disparities (NCMHD) Research Infrastructure in Minority Institutions (RIMI) Program, Strengthening Research Collaborations in Health Disparities, September 2009 – May 2014, $3,988,129. This program will build the research infrastructure and capacity of SSU with a focus on addressing health disparities that affect citizens in the Savannah region by supporting the research efforts of junior biomedical faculty and helping them to develop as independent investigators (3 initial research areas of focus will be: obesity (E. Purnell), drug addiction (K. Marriott), and cancer therapy (C. Jones)), developing curriculum enhancements to increase the production of well-qualified biomedical graduates who are trained in research practices, and developing a common core laboratory which will support sustained collaborative research. The program will be a collaboration between SSU and Mercer School of Medicine – Savannah Campus, which will provide a Visiting Research Scholar and other mentoring and support services to strengthen the biomedical research capacity of SSU. The program will include development of a GIS-based health disparities database and development of a sustained community outreach program including close collaborations with the City of Savannah, Chatham County and other community leaders in order to build the regional research network in health disparities and to ensure that community health priorities continue to be addressed in the research.

RIMI team:  Deden Rukmana, Paramasivam Sivapatham, Project Director Chellu Chetty, PI Earl Yarbrough, Karla-Sue Marriott, Cecil Jones, Michael Cohen, Nicole Oretsky (Hetty Jones not pictured)

Dr. Asad Yousuf, Professor, Department of Engineering Technology, National Collegiate Inventors & Innovators Allianc (NCIIA), Course Development – Sustainable Energy E-Teams, Renewable Energy and Entrepreneurship Partnerships, September 1, 2009 – August 31, 2011, $24,000 (collaboration with GA Tech – Savannah Campus). This program will support the implementation and development of renewal energy and entrepreneurship courses to be taught by faculty from COST and COBA as well as guest lecturers from GA Tech and local industry, a summer workshop, and the support of E-teams, to be composed of engineering technology and business students, to develop renewable technology prototypes and business models.

Dr. Asad Yousuf, Professor, Department of Engineering Technology, U.S. Army Research Office, JETS, $30,000, Summer 2009 camp. This program is designed to increase the graduation rates of students in engineering and other STEM disciplines, by sponsoring a summer camp for high school students to give them hands-on experiences in engineering and other STEM disciplines, including lectures, lab work, and field trips to engineering sites. Camps
have been conducted in the 2008 and 2009 summers, hosting 25 high school students each. Three JETS attendees have since enrolled in SSU STEM programs.

**Continuation/Renewal/Supplemental Awards**

Congratulations to the following faculty and staff who have received continuation awards for existing programs.

**Dr. Chandra Franklin**, Professor, Biology, Early Detection of Marsh Dieback and Characterization of Potential Causes, Year 2 funding for the Georgia Department of Natural Resources, Coastal Incentive Grant Program, $77,997, October 1, 2009 – September 30, 2010

**Dr. Dionne Hoskins**, Director, NOAA Sponsored Programs, Living Marine Cooperative Science Center, NOAA (through University of Maryland Eastern Shore), $266,007, September 1, 2009 – August 31, 2010

**Dr. Karnard Jenkins**, Director, Student Support Services, $316,277, September 2009 – August 2010. This program provides academic support to 175 low-income, first generation or disabled SSU students to assist them to persist to graduation.

**Dr. Cecil Jones**, Assistant Professor, Chemistry, American Chemical Society, Project SEED, $5,100. This funding provided 2 scholarships for chemistry majors to conduct research with Dr. Jones in Summer 2009.

**Dr. Alex Kalu**, Professor, Engineering Technology, Minority Science and Engineering Improvement Program (MSEIP), U.S. Department of Education, received year 2 continuation funding of $199,938 for October 1, 2009 – September 30, 2010

**Dr. Jonathan Lambright**, Interim Chair, Engineering Technology, NASA (through Georgia Institute of Technology), Georgia Space Grant Consortium, supplemental funding of $20,000, May 2009 – May 2010

**Dr. Johnnie Myers**, Professor, Social and Behavioral Science, Georgia Department of Juvenile Justice, Unlocking the Keys to Potential, 2009 – 2010, $41,982

**Dr. Johnnie Myers**, SAMHSA (through McFarland & Associates, Inc.), Minority Education Initiatives Initiative for Substance Abuse, HIV/AIDS, and Hepatitis Prevention Programs and Services, $100,000, October 1, 2009 – September 30, 2010


**Dr. Kenneth Sajwan**, Professor, Environmental Science, DOE/EPA, Environmental Justice, supplemental funding of $72,750 for October 2008 – September 2009. The program provides undergraduate research internships in environmental science and community outreach programs on environmental issues.

**Ms. Tamara Waterman**, Director, Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR-UP), $509,600, July 2009 – July 2010. For the 2008-2009 year, the program served over 1,400 students at Hubert and Mercer Middle Schools and Groves and Savannah High Schools. Activities included mentoring/tutoring, educational tours and job site visits, and a summer academic academy.

**Dr. Earl Yarbrough**, President and Ms. Dedra Andrews, Project Director, U.S. Department of Education, Title III Program – HBCU Institutional Aid, $2,591,508, October 1, 2009 – September 30, 2010 (year 3 continuation award)

6
**Grant Proposals Submitted to the Funding Agencies (January – October 2009)**

The following faculty and staff submitted grant applications during this period. We commend their diligent efforts in preparing and submitting new proposals.

**Dr. Anshu Arora**, Assistant Professor, Marketing, College of Business Administration, Lumina Foundation, Corporate Citizenship and Sustainability in Entrepreneurship, 3 year term, $456,430

**Professor Emily Bentley**, Assistant Professor and Director, HSEM Program and Professor Terri Clay, Assistant Professor, HSEM, Bureau of Justice Assistance (through the Savannah Chatham Metropolitan Police Department), Smart Policing/Demonstration Initiative, $25,000, October 2009 – September 2011

**Dr. Ulysses Brown**, Assistant Professor of Management, College of Business Administration, Social Security Administration, SSA Financial Literacy Research Consortium, February 2010 – January 2015, $2,970,042

**Mr. Michael Cohen**, Lecturer, Health, College of Liberal Arts and Social Science, National Institutes of Health (NIH), Community-Based Partnerships for Childhood Obesity Prevention and Control: Research to Inform Policy, $275,000, April 2010 – March 2012. This research proposal is to test the research hypothesis that daily supplementation of omega-3 fatty acids to a study group of 100 children (aged 6-8) will result in an average aggregate reduction in obesity levels and an average improvement in other blood lipid and glucose measures, as compared to a control group of 100 children who receive a placebo. The research is relevant given the high levels of childhood obesity in the Savannah region.

**Mr. Michael Cohen**, HHS Youth Empowerment Program (YEP), $900,000, September 1, 2009 – August 31, 2012. This program, which will serve 50 at-risk youth with a broad spectrum of fitness and academic support services, is a partnership between SSU, the Frank Callen Boys & Girls Clubs, Chatham County, the City of Savannah and East Broad Elementary School.

**Mr. Adrian Cornelius**, Dean, Enrollment Management, U.S. Department of Homeland Security, SSU U.S. Citizenship Center, $100,000, August 2009 – August 2010

**Dr. Carla Curran**, NSF (through subaward from University of South Carolina), National Center for Ecological Forecasting (NCEF), Forecasting of Ecological Effects of Climate Change, $1,004,185, June 2010 – June 2015

**Dr. Babijide Familoni**, Professor, Engineering Technology, US Army Research, Development, and Engineering Command Acquisition Center, Remote Identification and Classification of Targets by Terahertz Radar, $199,735

**Dr. Irma Gibson**, Assistant Professor, Social Work, Morehouse School of Medicine, HBCU Center for Excellence in Substance Abuse and Mental Health Mini-Grant, A 21st Century Call to Action: Holistically Taking Control of your Destiny, $10,000, September 2009 – September 2010

**Dr. Christopher Hintz**, Assistant Professor, Marine Science, DOE (through the University of Texas El Paso), Recovery Act Funding for the Development of Algal/Advanced Biofuels Consortia, 3 year proposal, $2.3 million

**Dr. Kuppuswamy Jayaraman**, Professor, Engineering Technology & Mathematics, NSF, S-STEM Proposal: “Enhancing Diversity & Improving Talent in Engineering and Engineering Technology”, $600,000, March 2010 –
February 2014. This program will provide $5,000 scholarships to 27 academically talented, financially needy students in the 3 programs of Engineering (GA Tech Regional Engineering Program), Civil Engineering Technology, and Electronics Engineering Technology.

**Dr. Cecil Jones**, Associate Professor, Chemistry, DOD Congressionally Directed Medical Research Program - Peer Reviewed Orthopaedic Research Program, “Efficacy of Pharmaceutical Grade Supplements/Strength Training Interventions – Optimal Restoration of Weight Bearing Joint Function of Wounded Active Warriors” (pre-proposal)

**Dr. Alex Kalu**, Professor, Engineering Technology, DOE, Minority University Research Associate Program, 3 year proposal, $241,683

**Dr. Karla Sue Marriott**, Assistant Professor, Chemistry, NIH, NIDA R03 Proposal, Synthesis of Novel Agents for Use in Addiction Treatment, April 2010 – March 2012, $233,187

**Dr. Mohamed Mukhtar**, Professor, Social and Behavioral Sciences, $34,227, three year program, Loyola Marymount University, Gateway to East Africa. This proposal is to create instructional materials for the 3 most frequently used languages of the Horn of Africa – Amharic, Afaan Oromo, and Somali.

**Dr. Johnnie Myers**, Professor, Social and Behavioral Science, Morehouse School of Medicine/CDC, Test the Effectiveness of Condom Distribution on HBCU Campuses, $10,000

**Dr. Emmanuel Naniuzeyi**, Director, International Education Center and Associate Professor, Political Science and Public Affairs, Fulbright Group Abroad Project: China, Then, and Now: Places, Peoples, and Perspectives, May 2010 – April 2011, $75,000

**Dr. Nicole Oretsky**, Assistant Professor, Urban Studies, HHS Centers for Medicare and Medicaid Services, HBCU Health Services Research Grant, Health Disparities and Childhood Lead Exposure in Savannah, Georgia, $199,578, September 1, 2009 – August 31, 2011 (collaboration with Albany State University and State of Georgia Childhood Lead Poisoning Prevention Program)

**Dr. Nicole Oretsky**, HUD (through the Georgia Lead Poisoning Prevention Programs Office), Lead-Based Paint Hazard Control Grant Program and Lead Hazard Reduction Demonstration Grant Program, $67,579, 2 year program. This proposal will conduct SSU graduate education and community outreach, workforce development through the provision of HUD training and certification programs to local contractors, and applied research.

**Dr. Paramasivam Sivapatham**, Assistant Professor, Environmental Science, U.S. Environmental Protection Agency, Science to Achieve Results (STAR) Research Program, Enhancing Ecosystem Services from Agricultural Lands, Management, Quantification, and Developing Decision Support Tools, Studies on C and N Dynamics: A Requisite for Enhancing Ecosystem Services, January 2010 – July 2013, $499,973 (collaboration with University of Georgia, University of Florida, University of Hawaii, and USDA sites in Florida and Georgia)

**Dr. Mary Wyatt**, Vice President, Academic Affairs, Early Start Summer Bridge Program “Grounding and Positioning Students for College Success,” Department of Education (through Kennesaw State University), $640,269, July 2010 – June 2014. Program objectives are to increase the recruitment and retention of average academic students into STEM disciplines by providing intervention services, including Early Start summer programs and learning communities.

**Dr. Hua Zhao**, Assistant Professor, Chemistry, DOD Young Faculty Award, DARPA Microsystems Technology Office, Ionic Liquid Pretreatment of Cellulosic Biomass Leading to Efficient Production of Fuel Ethanol, $178,906, August 1, 2009 – July 31, 2011

**Dr. Hua Zhao**, NSF, Research in Undergraduate Institutions (RUI), Microwave Radiation-Induced Enzyme Activation in Ionic Liquids Monitored by in situ Infrared Method, May 2010 – April 2013, $223,377

**Dr. Hua Zhao**, NIH, Recovery Act Limited Competition Academic Research Enhancement Award, Microwave Radiation-Induced Enzyme Activation in Ionic Liquids Monitored by in situ Infrared Spectroscopy, April 2010 – March 2013, $303,548.

**Overview of Proposal Development and Review Process**

Below is the schedule for the Principal Investigator (PI) to prepare the grant application. These procedures apply to all grants proposals submitted by SSU employees. Since all proposals are being submitted on behalf of the University, they must be submitted by the PI through the Chair and Dean to OSRA prior to submission in order to ensure full communication and ensure that all required institutional reviews and approvals are completed. Starting early and providing required forms and drafts to the OSRA early in the process will greatly facilitate the submission of a complete and competitive proposal. If the proposal is brought to the OSRA late (some PI’s have submitted in the last week and some have submitted required elements on the last day), the proposal runs the risk of not being submitted on time. This procedure and schedule applies to sub-awards, as well as primary awards.

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<thead>
<tr>
<th>#</th>
<th>Lead time</th>
<th>Task</th>
<th>Due to OSRA</th>
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<tbody>
<tr>
<td>1</td>
<td>4 weeks before deadline</td>
<td>PI submits intent notice form to OSRA; attach copy of funding announcement</td>
<td>Intent Form, Program Announcement</td>
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<tr>
<td>2</td>
<td>4 weeks before deadline</td>
<td>PI drafts and requests letters of support and commitment from SSU &amp; external parties; gather all required CV’s and other appendix materials</td>
<td>Approval form, draft narrative &amp; budget</td>
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<tr>
<td>3</td>
<td>2 weeks before deadline</td>
<td>PI submits approval form along with draft narrative and budget to OSRA</td>
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<tr>
<td>4</td>
<td>2 weeks before deadline</td>
<td>PI submits release time form signed by chair and dean (if required) to OSRA</td>
<td>Release time (if applicable)</td>
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<tr>
<td>5</td>
<td>1 week before deadline</td>
<td>PI begins to complete SF424 or other E-submission forms; gather all resumes, letters of support, etc.; pdf all forms</td>
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<tr>
<td>6</td>
<td>1 week before deadline</td>
<td>PI gathers all original, signed letters of support/commitment – SSU &amp; external</td>
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<td>7</td>
<td>1 week before deadline</td>
<td>PI submits IRB review request to IRB (if applicable)</td>
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<tr>
<td>8</td>
<td>1 week before deadline</td>
<td>PI submits final narrative &amp; budget to OSRA for final review</td>
<td>Final narrative &amp; budget</td>
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<tr>
<td>9</td>
<td>2-3 days before deadline</td>
<td>PI submits final complete application to Dr. C. Chetty (AOR)</td>
<td>Final complete copy of submission, including appendices</td>
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<tr>
<td>10</td>
<td>2-3 days before deadline</td>
<td>Dr. Chellu Chetty to sign the application and E-submit to funding agency (as SSU Authorized Organizational Representative for grants)</td>
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</table>
Intent, approval, and release time forms must be signed by the chair and dean (for subprojects as well as primary projects). These forms are on the OSRA website:

http://linux.savannahstate.edu/osra/intentform.pdf
http://linux.savannahstate.edu/osra/ApprovalForm.pdf
http://linux.savannahstate.edu/osra/FacultyReleaseForm.pdf

OSRA has an E-booth in its office for faculty and staff’s dedicated use to submit the grant applications.

All attachments to the E-submission templates must be in pdf format. OSRA has the Adobe software to convert all files.

Though continuation/renewal awards do not require intent and approval forms, they must be processed through the chair, dean, and OSRA before acceptance by the University.

OSRA is available at all times to assist with proposal development review and submission.

**Other OSRA Services**

The mission of OSRA is to facilitate the faculty and staff to acquire and manage external funding to strengthen the research, service, and scholarly infrastructure and activities of the University. The external funding is essential to support faculty and student research, travel to meet with collaborators and for conference attendance/presentation, and publication of research; curriculum development and enhancement; student scholarships and fellowships; student academic support services; and community-based intervention and service programs.

OSRA services include:

1) **InfoEd SMARTS data service** – SSU subscribes to this data service which will send you email alerts of funding opportunities in your targeted areas of interest. To subscribe, please contact the OSRA.

2) **Technical assistance**, including review of application narratives and budgets and assistance with e-submissions. The OSRA has a dedicated e-booth for use by the faculty and staff.

3) **Training**: Grants writing and grants management workshops are regularly scheduled, conducted by guest trainers who are experienced in grantsmanship. The OSRA is always available to provide ad hoc training and technical assistance to the faculty and staff.

4) **Travel Awards**: the OSRA provides travel awards to facilitate the development of competitive grants proposals. Travel funds may be used to meet with collaborators and to attend conferences to support proposal development for a specific funding opportunity.

5) **Grants Management**: the OSRA provides assistance with post-award grants management and compliance, including time and effort reporting and programmatic/performance reporting.
OSRA Contact Information

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