

Principal Investigator's Guide to Receiving Sponsored Projects

1

Search for funding opportunities through the Office of Research Development's webpage, Pivot-RP, Grants.gov, and other funding websites.

Contact the Office of Research Development for assistance with finding funding opportunities and to join the Research News listserv.

ResearchDevelopment@tamucc.edu[Research Development](#)[Pivot-RP](#)

2

Contact your designated proposal administrator at Sponsored Research Services (College Station) to prepare your budget and other project items.

If you do not know your designated proposal administrator, please email researchdevelopment@tamucc.edu.

Sarah Sherrod (smaes88@tamu.edu)Jessica Ramon (j.ramon@tamu.edu)

3

Prepare the proposal to submit to the funder including any personnel and ancillary documents.

Contact the Office of Research Development for assistance with proposal development as early as possible (preferably **4-6 weeks prior** to the proposal submission deadline).

ResearchDevelopment@tamucc.eduRonald Walter, Ph.D. (ronald.walter@tamucc.edu)Larisa Ford, Ph.D., M.P.A. (larisa.ford@tamucc.edu)Jayne-Marie Linguist (jayne-marie.linguist@tamucc.edu)

4

Notify Sponsored Research Services (College Station) with intent to submit a proposal a minimum of **3 weeks prior** to the deadline.

Begin submitting documents such as budget(s), personnel documents, and other ancillary documents **5 days in advance** of the deadline.

Sarah Sherrod (smaes88@tamu.edu)Jessica Ramon (j.ramon@tamu.edu)

5

Receive funding decision notification.

Awarded

The Office of Sponsored Research Administration will process the award and set up the account.

Research.Office@tamucc.edu[Office of Sponsored Research Administration](#)Gina Concannon (gina.concannon@tamucc.edu)Kimberly Hawkenon (kimberly.hawkenon@tamucc.edu)

Declined

Visit with the Office of Research Development to discuss resubmitting the proposal and/or finding other funding opportunities.

ResearchDevelopment@tamucc.edu

For additional resources and information, please visit: <https://www.tamucc.edu/research/>