Research Services, Resources & Support for Investigators
Research Support Programs
The Vice President for Research is the senior administrator responsible for supervising and coordinating UK research and for ensuring compliance with applicable laws and regulations governing research. Visit www.research.uky.edu for a complete listing of support services and resources available to UK investigators through the Office of the Vice President for Research (OVPR).

Internal Support Programs
www.research.uky.edu/vpresearch/guide

Research Support Grants
Support pilot studies to develop preliminary data to enhance the competitiveness of extramural grant applications. May also be used in OVPR-supported core facilities, for minor equipment and for travel associated with development of a research project or scholarly activity.

Equipment Maintenance Program
Reduces maintenance costs associated with shared scientific equipment in partnership with Thermo Fisher Scientific.

Summer Faculty Fellowships
Support tenure-track assistant professors to launch programs or finish a research project or scholarly activity.

Arts & Humanities Grant Supplements
Stimulate research and scholarly activity in the arts and humanities through a limited pool of funds to supplement extramural grant awards in these disciplines.

University Research Professors
Recognizes outstanding research achievement and provides a stipend for recipients to devote full time to their research or to continue to teach and supplement research support.

University Postdoctoral Research Fellowship
Supports UK’s strong interest in diversity with consideration for women pursuing advanced research training in fields in which they are underrepresented including, but not limited to, engineering, life sciences and physical sciences.

Lyman T. Johnson Postdoctoral Fellowship
Supports fellows in graduate and professional areas. Named in honor of UK’s first African-American graduate student, Lyman T. Johnson.

Limited Submission Program
Coordinates selection of proposals for programs in which funding agencies restrict the number of applications the university may submit for consideration. Send questions to vpr@email.uky.edu.

Other Resources

Sponsored Project Information Files (SPIFI)
Provides a searchable database of UK’s externally funded projects, including project personnel, sponsor, abstracts, and more. See www.research.uky.edu/ospa/info/spifi.html.

IP & Commercialization
Provides information on intellectual property, patents and licensing derived from UK research. See www.uky.edu/econdev.

Sponsored Projects Accounting (SPA)
Oversees financial management and reporting for grants and contracts. See www.uky.edu/EVPFA/Controller/sponsor.htm.
Research Support Offices

Proposal Development Office (PDO)
- Identifies funding sources and specific grant opportunities
- Provides pre-proposal information and applications
- Advises on program and proposal development
- Acts as liaison with extramural sponsors
- Identifies potential collaborators
- Provides proposal narrative on institutional resources
- Critiques proposal narrative
- Advises on resubmission strategy
- Conducts grant-related workshops

Office of Sponsored Projects Administration (OSPA)
- Assists with proposal budget preparation and guidelines
- Provides final proposal review, signature, transmittal
- Reviews contract and grant terms and conditions
- Negotiates and legally accepts awards
- Transmits award information to Sponsored Projects Accounting to establish grant account
- Serves as administrative liaison with sponsor
- Prepares subagreements
- Serves as resource for sponsor regulations and policies
- Reviews and facilitates administrative changes to grants and contracts
- Maintains institutional database of proposal awards
- Administers research financial conflict of interest policy

Office of Research Integrity (ORI)
- Coordinates federally mandated review committees:
  - Medical and Non-medical Institutional Review Boards (IRB)
  - Institutional Animal Care and Use Committee (IACUC)
  - Radioactive Drug Research Committee (RDRC)
- Provides ethics/regulatory training
- Coordinates human and animal research accreditation processes
- UK’s liaison with PI, agency, committees
- Pre-approval services:
  - Advises on regulations
  - Disseminates applications
  - Provides HIPAA research services
- Coordinates IRB/IACUC initial review process
- Post-approval services:
  - Administers Quality Improvement Program
  - Assists in research misconduct investigations
  - Handles IRB/IACUC allegations, inspections, complaints
  - Coordinates IRB/IACUC continuing, modification, and adverse event/anticipated problem reviews

Office of the Vice President for Research
311 Main Building, 0032
www.research.uky.edu/vpresearch
257-5294
vpr@email.uky.edu

PDO
504 M.I. King Library, 0039
www.research.uky.edu/pdo
257-2861
proposal@email.uky.edu

OSPA
1st and 2nd floor Kinkead Hall, 0057
www.research.uky.edu/ospa
257-9420
ospa@email.uky.edu

ORI
3rd and 4th floor Kinkead Hall, 0057
www.research.uky.edu/ori
257-9428
Proposal Route

Step 1: Develop an Original Idea
You:
• Review the literature
• Notify chair
• Contact PDO
PDO:
• Identifies potential funding sources, collaborators

Step 2: Pre-Proposal Activities
You:
• Review potential sources
• Prepare brief pre-proposal with budget estimate
• Contact potential sponsors
PDO:
• Identifies previously funded projects
• Assists in proposal planning
• Serves as liaison with agency personnel
• Provides institutional descriptions of UK facilities and resources

Step 3: Draft Your Proposal
You:
• Prepare complete draft and ask colleagues to review
• Contact College Grants Officer for budget assistance
• Contact ORI for compliance requirements
• Submit separate protocols to institutional review committees
PDO:
• Critiques proposal drafts
• Provides feedback and necessary referrals
OSPA:
• CGO assists with budget preparation
• CGO assists with sponsor guidelines and forms

Step 4: Prepare and Submit Formal Proposal
You:
• Revise final draft
• Obtain approval from institutional review committee
• Complete Internal Approval Form
• Obtain appropriate campus signatures
• Brief deans or other administrative personnel on the project
OSPA:
• Reviews proposal for compliance with sponsor and UK guidelines
• Transmits proposal to sponsor

Step 5: Follow-up
You:
• Be available for negotiation discussion and revision
• If not funded, contact PDO for assistance in planning resubmission
OSPA:
• If funded, reviews award terms and negotiates any changes
PDO:
• If not funded, advises on resubmission strategies

Step 6: Activate Your Award
You:
• Provide any required sponsor forms or internal documents (e.g., revised budgets, IRB approval)
OSPA:
• Transmits award information to SPA
SPA:
• Establishes an account number and informs OSPA

Step 7: Revised Application
You:
• Respond to reviewer comments
• Draft resubmission
PDO:
• Reviews resubmission