Travel Assistance Available

The Office of Graduate Studies and Research will continue to offer travel assistance in fiscal year 2001 for faculty presenting papers at out-of-state professional meetings or for other eligible activities (see guidelines below). Requests for assistance should be submitted at least 30 days before the trip begins. The application form is available at O:\Common\Grants\travel.doc or at O:\Common\Grants\travel.wpd. Requests should be sent to the Research and Grants Center, Box 4003. Questions regarding this program should be directed to Pam Fillmore, ext. 5351.

Guidelines:

1. Partial travel support is provided for ESU faculty to present papers on research or scholarly activities at out-of-state meetings. Eligible activities may also include poster presentations, performances, chairing panel discussions, or invitations to present creative work.

2. One-third of allowable travel costs can be awarded, up to a maximum of $200 for domestic travel or $500 for international travel, per fiscal year, per faculty member.

3. The award must be matched by the school, college, or department.

4. Faculty may receive partial support for more than one trip, up to the maximum of $200 for domestic travel or $500 for international travel per fiscal year.

5. Applications should be submitted at least 30 days before the trip begins.

SMARTSTM Funding Alert System

Faculty at ESU have access to SMARTSTM, an electronic matching and funding opportunity notification system which provides investigators with a direct link to comprehensive, current and available research funding information. Once your individual profile is entered in the system, you will receive daily electronic notifications of grant opportunities that match your areas of interest, including information regarding Federal Register solicitations, research grants, fellowships, international projects, travel grants, equipment grants, and more.

To create your individual profile, follow the directions below. Please contact Pam Fillmore at extension #5351 if you need assistance or have trouble using this system.

2. Select Access InfoOffice.
3. Select InfoSearch.
4. Select SMARTS/GENIUS.
5. Select Create New Profile.

NOTE: To move from one field to the next, you may either Tab or click on the next input box.

- Select Emporia State University from the list provided. Click on Continue.
- Enter your first name (up to 12 characters).
- Enter your last name (up to 18 characters).
- Enter your e-mail address (up to 80 characters).

Important: Make sure there are NO typos in this field!

- Select your affiliation (department) from the list provided. Click on the next input box. If your department is not listed, contact Pam Fillmore, ext. 5351 or by e-mail.
- Enter a username. This is the name you will use to login each time you want to update your profile. It can be up to 20 alphanumeric characters, with no spaces, and is case-sensitive.

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SMARTSTM

- Enter a password. You will also have to enter this each time you login to SMARTS/GENIUS. This field has the same requirements as username.
- Re-enter your password.
- Enter a UNIQUE 9-digit identifier. This field is your Social Security Number. This is a secured transmission and the contents will not appear on any subsequent GENIUS, SMARTS, OR GENIUS Search results or reports, other than the administrative validation screens. Do not include dashes or hyphens.
- Click on the "Submit" button. This will bring you to the Profile Summary Page. This page will list all of the categories available to you.

Follow the instructions from there. These instructions are meant to get you started. If necessary, you can print out additional instructions from the SMARTS/GENIUS web page. Note: you can update your profile and change your preferences at any time. If you are not receiving notifications that meet your areas of interest, you may want to change some of your selections. To update your profile, follow the first four steps to create a profile and then select Update Existing Profile.

Pam Fillmore is the institutional administrator for SMARTSTM. If you forget your password or get an "Access Denied" message, please contact Pam at ext. 5351.

Utilizing the Grants Resource Center

The Grants Resource Center, located in Washington, D.C., provides grants information and support services to colleges and universities nationwide. Each subscriber institution is assigned a staff associate who can answer questions about any aspect of a specific agency’s grant programs and deadlines, legislative initiatives, and regulatory requirements; can provide services such as obtaining copies of grant program guidelines, funded proposals, and other agency documents; can assist in making contacts with program directors at funding agencies; and can provide assistance with many more aspects of grant seeking. Subscribing institutions receive comprehensive, up-to-date grants information in a variety of formats:

- Web Page: Updated daily, GRC’s web page provides members with a wealth of information about grant opportunities, including funding alert publications and private sector resources. Faculty and staff have access to GRC’s web page, in which they will find legislative news, information on new program guidelines, links to agency home pages, proposal writing tips, and much more.
- Electronic publications: GRC Bulletin, GRC Reports, and GRC Deadlines. GRC Bulletin is sent four times a week via email to the R&G Center highlighting notices in the Federal Register, Commerce Business Daily, NIH Guide, and also includes National Science Foundation announcements. GRC Reports is a weekly newsletter featuring grant programs, regulatory updates, legislative initiatives, and private sector priorities, and is available from GRC’s web page. GRC Deadlines is a monthly listing of future deadlines and priorities for federal and private competitions and is also available on their web page.
- GrantSearch Database: Faculty and staff at ESU can access this on-line database of over 2,000 federal and private grant programs appropriate for state colleges and universities. For ESU’s ID and password, please contact Pam Fillmore. This database is accessed also through GRC’s web page.

You can access GRC’s web page at http://www.aascu.org/grc/default.htm, or by going to R&G’s home page at http://www.emporia.edu/grad/research/index.htm and clicking on the Grants Resource Center link. Please contact Tim Downs or Pam Fillmore if you need assistance from our GRC staff associate.

This is the first issue of the Research & Grants Center Bulletin. It will be distributed three times a year—Summer, Fall, and Spring. This first issue was devoted to highlighting resources the R&G Center makes available to faculty and staff. Future issues will highlight other activities of the R&G Center, and may include articles on sponsored programs at ESU and information on specific funding opportunities. If there is other information you would like to see in the Research & Grants Center Bulletin, you are encouraged to contact Tim Downs or Pam Fillmore. All suggestions will be considered and your comments are always welcome.

Research and Grants Center Staff
Tim Downs, Dean, Graduate Studies and Lifelong Learning, Ext. 5508
Pam Fillmore, Research Analyst, Ext. 5351
Bambie Schmitt, Student Office Assistant, Ext. 5352

URL: http://www.emporia.edu/grad/research/index.htm