

## ***Information for Prospective Faculty on Grant Writing***

Coe College is committed to helping faculty seek and attain external grants. To that end, faculty ought to be aware of the following resources:

1. Prof. Mario Affatigato, Assistant to the President for Special Initiatives (APSI) and Professor of Physics, is the person designated to track and help all faculty with proposal writing. He can provide aid in setting goals and objectives, clarify rules and regulations, pass on previous successful proposals, and give editing help when needed.
2. The College, through its Faculty Development Committee, supports workshops on grant writing. Intensive, more individualized clinics are also possible, yielding a proposal that is ready for submission.
3. The Business Office of the College can also provide help with financial rules and regulations, and aid faculty in understanding the conditions and requirements behind grants.
4. The Provost's office, along with the Office of Advancement, the President's Office, and the Faculty Development Committee, will approach faculty with grant opportunities when they become aware of such solicitations, typically going through the APSI.
5. The College can, upon approval of the Provost, commit to required matching funds for specific external grants.
6. The College is setup to submit grants through Fastlane (National Science Foundation, NSF); National Institutes of Health (NIH); and grants.gov. The Authorized Organization Representative is Prof. Affatigato.
7. As a member of the Associated Colleges of the Midwest (ACM), the College's faculty are also eligible to apply for ACM grants, programs, and new initiatives. Coe's point person for these endeavors is Prof. Marty St. Clair, Associate Dean of the Faculty and Professor of Chemistry.