

New Faculty Breakfast

October 28, 2025





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Research Development Resources

Holly Gary is a Grant and Contract Administrator in the Sponsored Programs Administration Research Administration Team. She supports pre-award activities including proposal review and submission for Morgridge College of Education, Graduate School of Social Work, and College of Professional Studies.

Department/Division: SPA

Topic: Research Development Resources

Presenter: Holly Gary

Key Points:

Plethora of resources for grant prospecting and proposal development:

- Grant Lifecycle overview & DU PI Listserv sign-up
- Internal Seed Funding list
- Limited Submission Funding calendar
- Grant Funding Databases: Pivot, Foundation Directory, Colorado Grants Guide
- Prospecting Training Videos
- Proposal Toolkit: complete with templates, guidance, and sample language

Want to Learn More? [The Grant Lifecycle | University of Denver \(du.edu\)](https://www.du.edu/grants)



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Limited Submissions

Corinne Lengsfeld serves as the Senior Vice Provost for Research & Graduate Education. As the chief research officer, she oversees all internal support for research, the management of external grants and contracts, research integrity and protection, intellectual property and technology transfer and some multidisciplinary research institutes/core facilities.

Department/Division: ORSP

Topic: Limited Submissions

Presenter: Corinne Lengsfeld

Key Points:

- **Why?** Several sponsors/funders limit the number of proposals for applications that an institution may submit
- **Purpose?** To conduct an internal competition to identify the best projects with the highest likelihood of being funded so DU is putting its best applicant forward
- **Process**
 - Opportunity announced through a call for an expression of interest (EOI)
 - Internal application process – Candidates submit EOI (requirements will be specified, but will include: budget, project summary, and CV at minimum)
 - Review process - Consists of a committee of faculty with expertise in the discipline
 - Once winner is selected, they will work with their grants and contracts administrator to complete the proposal

Want to Learn More? [Limited Submission Webpage](#) | [Limited Submission Policy](#)



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Internal Seed Funding and Federal Appropriations

Department/Division: ORSP

Topic: Internal Seed Funding and Federal Appropriations

Presenter: Corinne Lengsfeld

Key Points:

- FRF: RFPs fall and spring; \$3k total budget
- PROF: RFP winter; single investigator \$27k; Multi disciplinary \$45k
- Federal Appropriations: Training webinars in September; Concept papers due October

Want to Learn More? [PROF Awards](#) | [FRF Awards](#)

Email: Corinne.Lengsfeld@du.edu



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Building a Budget

Holly Gary is a Grant and Contract Administrator in the Sponsored Programs Administration Research Administration Team. She supports pre-award activities including proposal review and submission for Morgridge College of Education, Graduate School of Social Work, and College of Professional Studies.

Department/Division: SPA

Topic: Building a Budget

Presenter: Holly Gary

Key Points: Essential Budget Categories to consider when developing proposal

Budget Categories for a proposal:

- Salaries for faculty and students to complete the research
- Fringe to cover health and retirement benefits
- Materials & Supplies - publication cost, computers
- Travel (includes airfare, lodging, meals, transportation, and incidentals)
- Subrecipients (as needed)
- Consultants/ External expertise not found at DU (as needed)
- Equipment (as needed)
- Tuition - if graduate students are on the proposal

Always review sponsor requirements for allowable & unallowable costs.

Want to Learn More?

[The Grant Lifecycle](#) | [Proposal Toolkit](#) | [Who Is My Grant & Contract Administrator?](#)





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InfoEd

Department/Division: SPA

Topic: InfoEd (electronic research administration system)

Presenter: Holly Gary

Key Points: PI's role in submission and approval

InfoEd Uses:

- Proposal Development record keeping
- Routing and Approval
- Required Certifications and Conflict of Interest
- Deliverable Tracking

PI Responsibilities:

- Entering records as needed
- Review and approval
- Complete Conflict of Interest Disclosure

Want to Learn More?

[Trainings](#) & Resources | [Login](#) |





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IRB (Human Subjects Research)

Tyler Ridgeway serves as the Director of the Office of Research Integrity and Education. He manages the compliance team, which reviews all human subjects, animal welfare, and biosafety research on campus.

Department/Division: ORIE

Topic: IRB (Human Subjects Research)

Presenter: Tyler Ridgeway

Key Points:

- To be considered human subjects research, it must meet the definitions for both "research" and "human subjects". ([Definitions of Human Subjects Research](#))
- If you are unsure if your research needs IRB review, or if you need a determination letter stating that your project does not meet the definition of Human Subjects Research, complete the [Human Subjects Research Determination Form](#)
- All research team members need to complete the CITI human subjects research training before the IRB application can be approved.
- The IRB review must be conducted, and approved, before you involve human participants in your research, including any study advertisement, subject recruitment, and consent forms.

Want to Learn More?

Email: IRBAdmin@du.edu | [ORIE Website](#)



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Required Training

Department/Division: ORSP

Topic: Required Training

Presenter: Tyler Ridgeway

Key Points:

- CITI Training required to submit your annual Financial Conflict of Interest Disclosure
 - Research Conflict of Interest
 - Responsible Conduct of Research (SBER, Biomedical, Physical Science, Engineers)
 - Research Security Advanced Refresher
- Undue Foreign Influence: Risks and Mitigations
- Export Control
 - Required for any individual traveling abroad or hosting foreign scholars or students in their labs
- Mentor Training
 - NSF now requires additional in-person training plus campus guide
- All PIs must have and maintain ORCIDs
- Research Compliance Training (Additional Training courses may be required based on your project)
 - IRB – Human Subjects Training
 - IBC – Biosafety Complete Training Series, Lab Safety (annual training)
 - IACUC – Working with the IACUC, Species Specific Training

Want to Learn More?

Email: ResearchFCOI@du.edu | [ORIE Website](#)



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Q & A

20 minutes



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Facilities & Administration Rates

Dawn Stanley serves as the Financial Analyst II for ORSP. She is responsible for monitoring financials relating to sponsored awards, F&A, fringe benefits, and general accounting for the division.

Department/Division: ORSP

Topic: Facilities & Administration (F&A) Costs

Presenter: Dawn Stanley

Key Points:

- An audit occurs every 2–4 years w/ the Department of Defense Office of Naval Research
- **Facilities** costs include: Building security, Building maintenance, utilities, equipment depreciation and building depreciation.
- **Administration** costs include: HR, budgeting, payroll, pre & post award, and departmental administration.
- Current rates are for
 - Research full rate 51.5% (on campus)
26% (off campus capped)
 - Sponsored Instruction 42.6%;
 - Other Sponsored Agreements 31.4%

Want to Learn More? [F&A rates, Agreements & Audit Reports](#)

Department/Division: ORSP

Topic: Facilities & Administration (F&A) Costs

Presenter: Corinne Lengsfeld

Key Points:

- We use our federally negotiated F&A rate unless a different rate is publicly announced
- Sponsors with lower F&A maybe not be eligible for postdoc matching, tuition matching, etc
- When a sponsor does not allow F&A then direct billing of grant support in the division is required.

Want to Learn More? [F&A rates, Agreements & Audit Reports](#)



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Intellectual Property

The Office of Intellectual Property and Technology Transfer (OIPTT) is led by SVP, Corinne Lengsfeld and staffed by Research Agreements Officer Art Saltarelli and IP Operations Specialist Angela Duggan. Together, the team supports the DU research community in matters related to intellectual property ownership and protection, research-related agreement drafting and negotiation, and the translation of DU innovations into public benefit.

Department/Division: OIPTT

Topic: Working with OIPTT to Manage Your Inventions, Innovations & Creative Works

Presenter: Angela Duggan

Key Points:

What We Do

- Support DU researchers on IP ownership, protection, and commercialization
- Negotiate IP-related terms in research agreements and NDAs
- Manage invention disclosures and compliance reporting (e.g., iEdison, OEDIT, USPTO)
- Help move innovations toward real-world use through licensing and grant support

When to Loop Us In

- Before sharing data, materials, or signing *any* research-related agreements that involve DU owned IP
- When research involves external collaborators, companies, or prior IP
- For NDAs, MTAs, and research agreements
- We coordinate with OGC, ORSP, outside patent counsel, and others to keep your project compliant and on track

Want to Learn More? Submit requests for assistance: [Unified Request Site](#) | Email: TechTransfer@du.edu; |

More information: [OIPTT's website](#)

IP-related University policies: [IP Policy](#); [COI Policy](#); [COI in Research Policy](#)



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External Honorifics

Susan Petersen serves as the Communications Coordinator for External Honorifics. She assists faculty in identifying and pursuing honorific awards through organizations external to the University of Denver.

Department/Division: Honorifics

Topic: Honorific Awards

Presenter: Susan Petersen

Key Points:

- The term “Honorifics” refers to prestigious awards or recognitions granted by professional associations or organizations outside the University.
- These distinctions acknowledge excellence in areas such as teaching, research, creative work, mentoring, and service.
- Faculty benefits:
 - Demonstrate impact of your work.
 - Strengthen grant applications.
 - Assist with building networks and creating new opportunities.
- Contact me to set up a time to look comprehensively at the award options for both now and the future.

Want to Learn More? [Honorifics Website](#)

Contact: Susan Petersen, susan.petersen@du.edu, or through Microsoft Teams



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Free Copyediting for Grants and Articles

A faculty member at DU for over 20 years, **Heather Martin** is a Teaching Professor in the Writing Program. In addition to her faculty role, Heather is a freelance editor and writing coach, supporting clients on a range of writing projects across disciplines. Through ORSP, Heather is able to provide copyediting services free of charge to faculty working on articles and externally funded grants.

Department/Division: ORSP

Topic: Free Copyediting for Grants and Articles

Presenter: Heather N. Martin

Key Points:

- Free service for journal articles and externally funded grants
- Drafts are copyedited for matters of correctness, style, and professional polish
- Two-week turnaround

Want to Learn More? Contact Corinne Lengsfeld to request copyediting; she will pair you with one of two editors and professors in the Writing Program.



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Statistical Consulting

Cathy Durso is the consulting research statistician in ORSP. She works with faculty and student researchers on data analysis plans, exploratory and confirmatory analyses, and statistical writing.

Department/Division: ORSP

Topic: Statistical Consulting

Presenter: Cathy Durso

Key Points:

- Catherine Durso provides statistical consulting services as part of the support offers by ORSP for research at DU.
- Services range from major innovative statistical analyses to verification and education.

Want to Learn More?

Email: Catherine.Durso@du.edu



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Scholarly Communications

Jenelys Cox is the Scholarly Communications Librarian at the University Libraries. She is responsible for maintaining DU's Institutional Repository, providing education and support around copyright and Open Access publication, working with faculty, staff, and students on the publication process, and providing support for in-house publications and repository collections.

Department/Division: DU Libraries

Topic: Scholarly Communications

Presenter: Jenelys Cox

Key Points:

- Institutional Repository: Digital Commons @ DU
- Services

What You Need to Know:

- What We Accept
- How to Submit (email or QR code below)
- Get a Handout!

Want to Learn More?

Submit here or Email dig-commons@du.edu ->

[Repository FAQ](#)



Open Access Fund ->





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Research Data Management Services

Yue Hao serves as the Data Services Librarian for the University Libraries. She is responsible for supporting the university's research community by providing consultations, with a primary focus on developing Data Management Plans (DMPs) and supporting research involving GIS and spatial analysis.

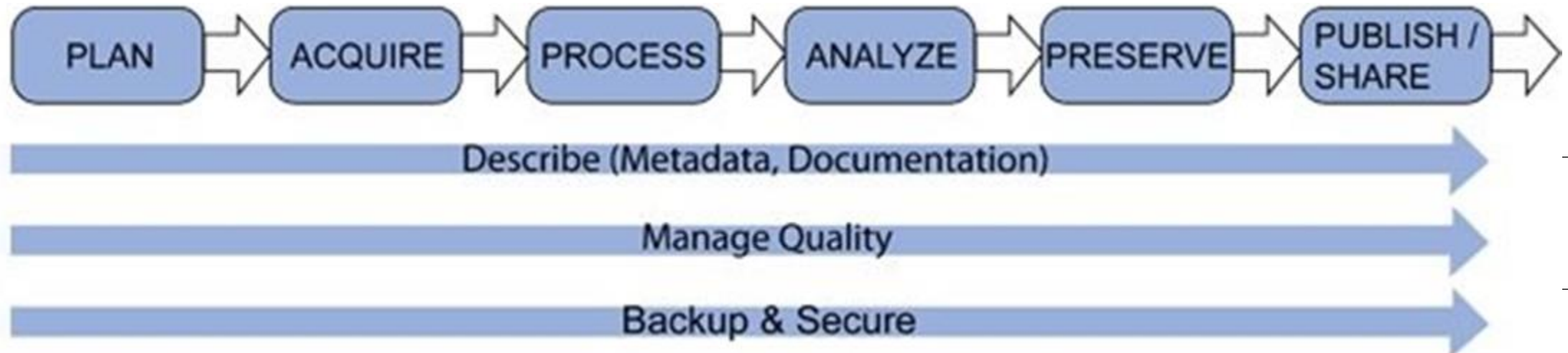
Department/Division: DU Libraries

Topic: Research Data Management Services

Presenter: Yue Hao

Key Points:

- What is Research Data Management (RDM)?
- Research data management is the process of organizing, storing, preserving, and sharing the data collected and used in a research project. It covers the entire lifecycle of the data, from planning the project to the long-term archiving of the results. The main goal is to ensure that the data is accurate, authentic, reliable, and accessible for future use by both the original researchers and others in the scientific community.



Department/Division: DU Libraries

Topic: Research Data Management Services

Presenter: Yue Hao

Key Points:

•Why RDM Matters?

- Requirement by the Funders
- Benefits for Research & Visibility
 - Think through what you need ahead of time and then make better plans
 - Make work more visible, reusable

•What (Services) We Offer?

- How to RDM and Draft Data Management Plan (DMP) e.g. Consultation
- RDM Resources e.g. LibGuides
- Outreach e.g. Workshop, In-Class Lecture

Want to Learn More? [LibGuides Resources organized by subjects](#) |

Contact Yue for RDM/ ArcGIS/ Data Science Related Topics: Yue.Hao39@du.edu or (303) 871-4638



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Q & A

20 minutes



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Thank you!