

MINNESOTA STATE UNIVERSITY, MANKATO

GRANT WRITING INCENTIVE Applicant FAQs

Q: I noted that the application is due to the Research and Sponsored programs office by April 4th. I wondered if it is possible to submit the application electronically versus hard copy/in person. If so, who would we submit the application to?

A: Yes, you can email a copy to kristel.seth@mnsu.edu. The signatures component can be satisfied either with a:

- Cover sheet including electronic signatures, or
- As you are submitting, cc' your chair & dean, and request that they confirm approval of the attached application. If you plan to do this method, let your chair & dean know at least a week in advance that you plan to submit, and ask how best to secure a timely approval in order to meet the deadline of April 4th. i.e. They may want the submission 3 days in advance.

Q: Can I submit an application that lists two grant submissions?

A: Yes, you can certainly list more than one grant submission. However, the max incentive is 5 duty days and will pay out once you submit at least one of the grants listed. You will want to confirm the grant meets the application guidelines (i.e. no restrictions on indirects), and make sure to have that opportunity listed as the primary submission.

Q: Am I eligible to apply for this incentive program using a grant proposal that I recently submitted?

A: Yes, but the grant must have been submitted within the current fiscal year, July 1st, 2022 (and on).

Q: On the cover page, how do I fill in: 'Period for which grant writing support is requested'?

A: You will enter the timeframe in which you (have or plan to) write and submit the grant, examples could be *already submitted*, August-October 2022; *planning to submit*, July-September 2023.

Q: I want to partner with someone outside of MSU, Mankato. Would they be able to receive the incentive as well?

A: We definitely encourage collaboration but at this time, the financial incentive funding is available only for the Minnesota State Mankato applicants.

Q: Can I apply if I'm submitting a collaborative grant with another institution?

A: When submitting a collaborative external proposal, the budget allocation to MSU will need to meet the guideline requirements, i.e. should be \$100,000 or more and include indirect costs. For example, if the total grant requested is \$150,000 then at least \$100,000 of the project funds should be awarded directly to MSU, Mankato.

Q: Does submitting a preliminary application qualify for the grant writing incentive program?

A: The incentive requires a grant submission that can directly result in a funding notification. You can list a grant that requires a preliminary submission component, but it will be the resulting invitation to submit a full grant proposal that determines your eligibility to receive the incentive component.

Q: The federal grant I'm writing will not budget any costs that result in the University receiving indirects. Is it still eligible for this program?

A: If the budget on a federal grant does not include salaries/wages/fringe, it will not allow the University to recover indirect costs and therefore would not be an eligible option for this program.

Q: The funding agency requires the grant proposal be submitted by an organization that is a 501(c)3. Can I use this grant on my incentive application?

A: That grant proposal would need to be submitted through Minnesota State Mankato's Foundation. Grants for this incentive program must be submitted through the University.

Q: I am resubmitting a grant proposal. Would it qualify me for the incentive?

A: Yes, a grant resubmission would be eligible for this application.