

# Growing Institutional Research Relationships and External Funding at Predominately Undergraduate Institutions

**Kristin Beck, Grant Coordinator**

*Grants and Contracts Office, Northern Michigan University, Marquette, MI, USA*

## Introduction

At a Predominately Undergraduate Institution (PUI), developing a growth trajectory of proposal submissions, external funding, and relationships with other entities can be a difficult but fulfilling task.

## Educational Sessions

Assess needs

Respond with sessions

## Growing University Support

Communicate with all departments and deans

Develop a strategic funding plan

## Help in Growing Relationships

Build collaborations between faculty members

Cultivate relationships with university and outside entities

## Celebrate Successes

Annual Report

Annual Faculty and Staff Scholarship Recognition event

Symposium

## Key Points

Start with the basics: what is needed to do my job successfully, then move on to the cherries on top.

Get administration on board

What are other universities doing? What current priorities does our university currently have?

Be very customer-service oriented.

What are the needs of the different departments? How to work individually with each department, but not reinvent the wheel for each group.

Support interaction between departments and outside the university, assist as needed.

“Hold hands” with faculty who are new to the grant process, submitting can be stressful!

Remember: the first time it may not work but try, and try again! And learn from the process!

## Outcomes

Development of policies and procedures for Grants and Contracts Office.

Development of standard templates for office (budget, transmittal, etc.).

Increased external funding submissions by 100% in less than four years.

Assisted faculty and staff with growing their connections to funders and outside partners, ranging from contacting a program officer to asking a partner to assist in funding a project.

Built multi-disciplinary connections both on campus and with outside entities.

Developed a semester long Basics of Proposal Writing series, with a certificate given at the completion of all sessions.

Educational sessions ranging from very specific to broader topics (“National Science Foundation Graduate Research Fellowship” to “Funding for the Non-Sciences”).

Host a celebration for individuals who have submitted proposals each year.

Developed an annual report for the board of trustees and university at-large.

Implemented a large internal funding grant program, in which a regional hospital was able to assist in funding a project.

## Future Directions

Develop a social media presence

Newsletters or other methods for getting updates to campus

Development of a community grants office

Continuation and expansion of educational sessions

Increase interdisciplinary proposal submission



## Contact Information

Kristin Beck  
Grant Coordinator  
Northern Michigan University  
1401 Presque Isle Ave  
Marquette, MI 49855  
krbeck@nmu.edu  
(906)226-2440