

QUICK GUIDE

to Research Support at the University of New Hampshire

To: UNH Research Community
From: Jan Nisbet
Senior Vice Provost for Research

The purpose of this brochure is to introduce you to the administrative offices that offer support for faculty, other researchers, and administrators involved in research, scholarship, and creative activities at UNH. For additional information, I invite you to visit the offices' websites for news about research, selected University policies, and services for the research community.

SENIOR VICE PROVOST FOR RESEARCH OFFICE (OSVPR)

The Research Office is composed of a central administrative office and nine service units. The OSVPR has oversight of the University's research enterprise, encompassing a broad spectrum of research support services, regulatory oversight bodies, and partnerships to further develop investigator inventions. OSVPR collaborates with UNH constituents and external partners to promote meaningful scholarship, uphold research integrity, and foster new discoveries, thereby helping to fulfill the University's education, research and economic development mission.

<http://www.unh.edu/research>

RESEARCH DEVELOPMENT

The Offices of Research Development and Large Center Development provide strate-

gic funding and proposal writing services and resources to faculty, graduate students, and other researchers to compete successfully for grants.

Research Development (RD)

RD provides the following for those seeking external funding:

- Advice and tools for identifying appropriate funding opportunities
- Submission readiness assessment
- Advice and support for interacting with and building relationships with sponsor representatives
- Identifying broader impacts activities and partnerships
- Assistance with developing, polishing, and editing new and resubmission proposals, including strategies for responding to reviewer comments
- Agency- and opportunity-specific programs and proposal development workshops

RD also manages UNH's internal competitions and the selection process for limited submission grant opportunities, and nominates faculty for prestigious prizes, awards, and national committees.

[http://www.unh.edu/research/
support-units/research-develop-
ment-communications](http://www.unh.edu/research/support-units/research-development-communications)

Large Center Development

Large Center Development amplifies collaborative research activities to ex-

pand UNH's capacity to pursue major multi- and interdisciplinary research initiatives that garner national and international recognition by providing the following:

- Coordinate large and complex grant proposals
- Connect UNH investigators intellectually and develop strategic alliances, build effective teams and access to collective research resources
- Guide the pursuit of new strategic research activities in response to the funding opportunity landscape and new research directions

<http://www.unh.edu/research/largecenter-development>

SPONSORED PROGRAMS ADMINISTRATION (SPA)

SPA facilitates the proposal submission and award processes, mediating among the interests of UNH, the sponsor, and the researcher. Core functions include both pre-award services and post-award administration.

Pre-award: Grant and Contract Administrators (GCAs) provide one-on-one assistance with budget development, compile the proposal components, and, on behalf of UNH, submit proposals to sponsors. GCAs are experts in the rules, regulations and policies of the sponsors, the federal government and UNH. As needed, they refer researchers to others at UNH for assistance.

Post-award: Financial Research Administrators (FRAs) provide accounting and financial compliance support for all UNH sponsored programs and secondary reviews of costs allocated to sponsored program funds for financial compliance with award terms and sponsor restrictions, including allowable direct and indirect costs. FRAs submit invoices and pursue collections from sponsors for all UNH sponsored programs, prepare and submit required financial reports to the sponsors, close awards, and provide audit support. They are experts in award terms and condi-

tions, as well as federal and other sponsor regulations.

<http://www.unh.edu/research/sup-port-units/sponsored-programs-administration>

RESEARCH INTEGRITY SERVICES (RIS)

RIS is responsible for oversight, training, monitoring, development, and promulgation of policies and programs, and administration of pertinent review committees for the following compliance areas:

- Humane Care and Use of Vertebrate Animals
- Human Subjects Protections
- Responsible Conduct of Research and Scholarly Activity
- Financial Conflict of Interest in Research
- Health Insurance Portability and Accountability Act (HIPAA)

RIS collaborates with units across UNH to promote and foster an institutional culture of integrity in research and scholarship.

<http://www.unh.edu/research/sup-port-units/research-integrity-services>

OFFICE OF EXPORT CONTROLS (OEC)

The Office of Export Controls is responsible for assuring University compliance with the following Federal export control regulations:

- International Traffic in Arms Regulations (ITAR) – Department of State, Directorate of Defense Trade Controls
- Export Administration Regulations (EAR) – Department of Commerce, Bureau of Industry and Security
- Embargoes and Trade Sanction Regulations – Department of the Treasury, Office of Foreign Assets Control

The office provides timely and accurate information and support for all University export controlled activities including but not limited to export license applications, commodity jurisdiction and classification requests, and technology control plan development. Customized training programs

and consultations on any University activity that may be subject to export control requirements is available upon request.

<http://www.unh.edu/research/export-controls>

OFFICE OF ENVIRONMENTAL HEALTH & SAFETY (OEHS)

OEHS promotes safe and healthful environments for the entire UNH population through information and education programs, review and monitoring, technical consultation, and direct services. OEHS also develops and manages programs to ensure compliance with applicable UNH policies and state and federal health, safety, and environmental regulations; manages the UNH Chemical, Radiation, Occupational, and Institutional Biosafety Committees; manages a web-based Chemical Environmental Management System (UNHCEMS*); and represents UNH during health and safety inspections and reviews by external entities.

<http://www.unh.edu/research/support-units/environmental-health-safety>

RESEARCH COMPUTING CENTER (RCC)

The RCC provides information technology (IT) support to the UNH sponsored research community and collaborates with higher education, industry, and government to create innovative technologies to address today's social, environmental, and economic needs. RCC's Operations Group provides:

- CyberInfrastructure support
- High Performance Computing
- Custom web, mobile, and desktop software development
- Scientific and mathematical programming
- System, network and database administration
- IT security and data compliance
- Data management

<http://www.unh.edu/research/support-units/research-computing-center>

UNIVERSITY INSTRUMENTATION CENTER (UIC)

The UIC is a UNH-wide core facility dedicated to the advancement of UNH's research and academic missions. The UIC is open and available to all UNH faculty, staff and students as well as to other academic institutions, government and industrial customers. Key services include:

- Expert research and industrial sample analysis
- Training in scientific instrument operation
- Maintenance, repair and calibration of instruments
- Specialty instrument engineering design services
- Facilitation of access to scientific instruments throughout UNH

<http://www.unh.edu/research/support-units/uic>

UNHInnovation (UNHI)

UNHI advocates for, manages, promotes, and commercializes UNH's intellectual assets. UNHI facilitates transfer of UNH research results to the public, while retaining innovators' rights to publish and pursue their research programs. Based on UNH's intellectual property, UNHI supports start-up companies and facilitates partnerships between UNH and the business community. UNHI supports the UNH Entrepreneurship Center (EH), UNH- InterOperability Laboratory (IOL) and NH Innovation Research Center (NHIRC))

<http://innovation.unh.edu/>

PETER T. PAUL ENTREPRENEURSHIP CENTER (ECenter)

The Peter T. Paul Entrepreneurship Center (ECenter) supports any stage of idea and start-up development in any discipline or industry. It is independent of any one college on campus and serves all students, faculty/staff and alumni. The ECenter also includes a student-run Makerspace and hosts AlphaLoft, an incubator/accelera-

tor that offers co-working zones and project storage for students.

<http://www.unh.edu/ecenter>

INTROPERABILITY LABORATORY (IOL)

The UNH IOL is one of the technology industry's premier independent proving grounds for new technologies, providing high-caliber neutral third-party interoperability and conformance testing of data networking technologies for member companies. The UNH-IOL fosters multi-vendor interoperability while preparing students for careers in industry.

<https://www.iol.unh.edu/>

NH INNOVATION RESEARCH CENTER

Established in 1991, funded by the NH Legislature, and administered by UNHI on behalf of the State, the NHIRC is a matching grant program that connects NH companies with expertise at research universities to solve the companies' scientific or technical problems. Since inception, the NHIRC has awarded over \$6 million in State funds to support research projects and has been responsible for the creation or retention of 650 New Hampshire jobs.

<http://www.nhirc.unh.edu/>

RESEARCH COMMUNICATIONS

The Research Communications office communicates the depth, breadth, and quality of UNH research and scholarship to a variety of internal and external audiences; maintains the Research Office website and primary social media outlets; and develops publications that showcase and promote UNH's research enterprise that are synergistic with the activities of UNH's colleges and schools, centers and institutes, and UNH Communications and Public Affairs.

<http://www.unh.edu/main/research>

RESEARCH OFFICE PARTNERS AT UNH

NH EPSCoR

The NH EPSCoR (Experimental Program to Stimulate Competitive Research) program is based at the University of New Hampshire and is administered by the UNH Senior Vice Provost for Research and a Statewide Committee. Funded by the National Science Foundation, NH EPSCoR works to improve the research, cyberinfrastructure, and human resources required for New Hampshire to achieve its economic potential through a strong competitive innovation system.

<http://www.epscor.unh.edu/>

Engagement & Academic Outreach

The Office of the Senior Vice Provost for Engagement & Academic Outreach (E&AO) provides innovative faculty development programs across the faculty career cycle. In addition, E&AO supports faculty recruitment, retention, diversity, and advancement.

<http://www.unh.edu/engagement>

University Advancement – Foundation Relations (FR)

FR is the central point of contact for identifying and engaging corporate and private foundations interested in supporting any aspect of UNH work. FR provides strategic and coordinated introductions, proposal development, writing and editing, and stewardship services. FR also works with the Research Development office to ensure seamless services for faculty seeking external funding from a variety of sponsor types.

<https://www.unh.edu/give/directory/schaefer-diane>

Office of National Fellowships

This office provides information, counsel, and editorial support to highly motivated undergraduates, graduate students, and UNH alumni applying for national and international fellowships and scholarships.

National Fellowships coordinates with the Research Development office and the Graduate School on graduate student programs, and assists faculty members who serve as mentors and recommenders.

<http://www.unh.edu/fellowships-office/>