



ORSP Brown-Bags – Fall 2017 (CAT+FD Mellon Seminar 532B)

9/6 12:00-1:00 – Overview of Cayuse 424 for Proposal Development and Submission: Cayuse 424 is a web-based, user-friendly proposal development and submission system that is configured and ready for Xavier faculty to use. This presentation provides an overview of the system’s capabilities and features. A series of hands-on training sessions will be conducted later in September.

10/4 1:00-2:00 – Planning for Proposal Development and Submission: This presentation offers suggestions on how to plan proposal writing, reviews and edits to insure meeting University and Sponsor timelines for approvals and submissions. Presenters will review the Proposal Clearance process in light of the new Cayuse 424 system and discuss the timeline for migrating all proposal activity to Cayuse 424 over the next several months.

11/1 11:00-12:00 – Cost sharing, Indirect Cost waivers, and other Special Permissions: What are the different types of cost-sharing and who needs to approve them? What indirect cost rate limitations require prior approval and from whom? If five researchers want to submit to a single funding opportunity but the Sponsor limits it to two proposals per institution, how does the University decide which proposals move forward? How do I apply for proposal development assistance from Hanover Research? What type of assistance might I receive?

Cayuse 424 hands-on training sessions (CAT+FD Training Lab - LRC 532A.)

This 90 minute workshop will provide Xavier Researchers with information and directions for using Cayuse 424 to develop, assemble, and route an online proposal. This workshop must be completed before access to Cayuse 424 will be provided. Attendees will receive resource materials that target key steps and processes. Additional workshops will be scheduled as needed.

THURSDAY	SEPT. 14, 2017	3:00 – 4:30 pm
FRIDAY	SEPT. 15, 2017	1:00 – 2:30 pm
THURSDAY	SEPT. 28, 2017	3:00 – 4:30 pm
SATURDAY	SEPT. 29, 2017	1:00 – 2:30 pm