



Introduction to Office of Sponsored Programs & Research

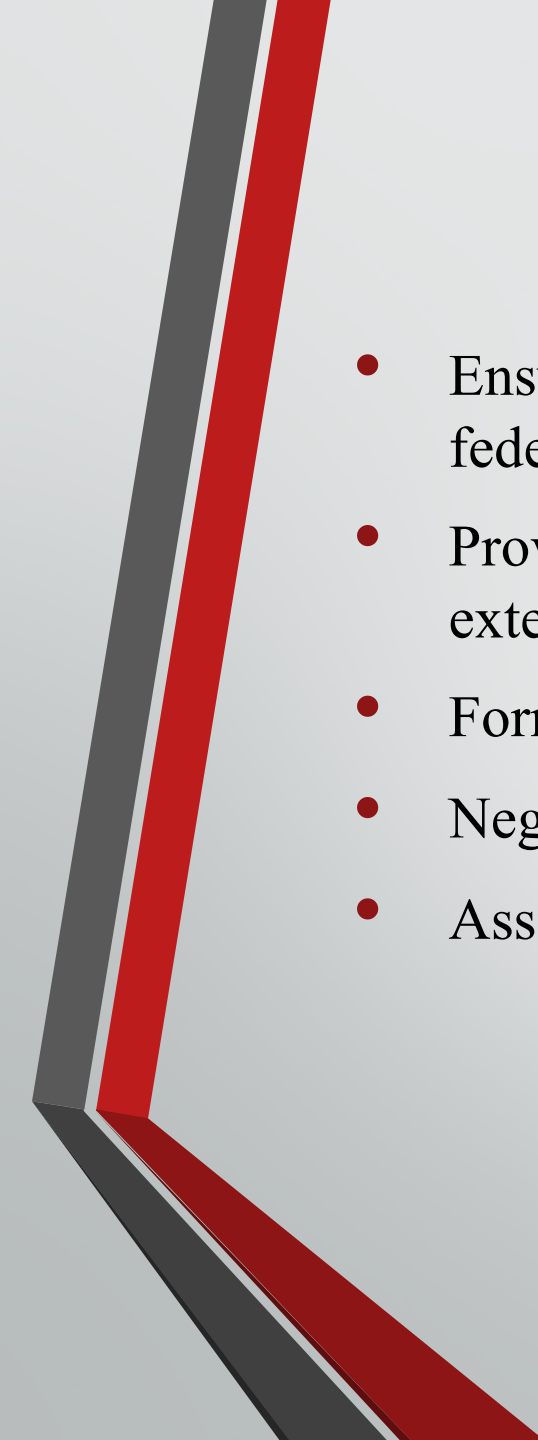
Understanding the Process at Cal U

Contact Information

- **Karen Primm**, Contractor for Grant Services, Ext. 1662 primm@calu.edu
- **Peggy Baker**, Grants Acquisition Assistant, Ext. 1662 baker@calu.edu
- **Office Location:** Dixon 425
- **Webpage:** www.calu.edu, search OSPR

What the OSPR does

- Serves as the point of contact for external funding
- Identifies funders
- Provides support in developing proposals for funding from federal grants, state and local grants, contracts and foundations.

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- Ensures compliance with University policies and procedures, federal and/or state laws, and contractual obligations.
 - Provides guidance with post award issues, such as no cost extensions and requests and budget revisions
 - Formats and submits proposals
 - Negotiates contract/budget
 - Assists with navigating the university system

Beginning a Project

- Contact the OSPR with your ideas and information on the project.
(primm@calu.edu)
- Get permission from the department chair person.



Any other Questions?

Feel free to contact us at any time.

We are in the office Tuesdays and Wednesdays 8:00 - 1:00
or by appointment with Karen Primm primm@calu.edu