



LAUC GRANTS

WHAT YOU CAN GET, HOW YOU CAN GET IT

2016/17

Complete information at

lauc.ucop.edu/guidelines-for-lauc-grants

OVERVIEW

- How Much Money LAUC Has Available
 - Represented by UC-AFT - \$24,300
 - Not represented/exempt - \$8,100
- Types and Amounts
 - RESEARCH activities – up to \$5,000 (may vary from year-to-year)
 - MINI – up to \$500
 - PRESENTATION – up to \$600

Research grants for up to \$5,000

Qualified expenses

- Equipment purchases
- Indexing services
- Travel
- Hiring people with special skills
- A longer time frame than 2 fiscal years (per request)

Unqualified expenses

- Any sort of data entry
- Something disconnected from research
- Carrying money over for more than 2 fiscal years

Research grants application paperwork

- All of the following documents handled via your local division with SIGNATURES. Missing information = no grant.
 - Cover Sheet with bargaining unit information, etc.
 - Complete vita(e) or résumé(s) of all investigators
 - Need for research, literature review, design and methodology, dissemination
 - Approvals, such as evidence of IRB filing (if needed), release time, etc.
 - Budget (cover sheet, budget, and supplemental budget)
 - Personnel needed
 - Timetable for Completion
 - Name, email, and phone number of your division's library fund manager

Research grants, judgement of

- Spelling (sic), pagination, and completeness of all documents, including your plan for dissemination.
- Based on the state-wide committee reps' understanding, including what counts as needing IRB on their campus or not, and of clearly communicated research and methods to an academic audience as consumer
- Is it needed, understandable, doable, and ethical?
- Are investigators qualified to do the work?

Research grants end of fiscal year paperwork

- Progress Report using the End of Funding Report form if not completed by end of first fiscal year
- End of Funding Report once complete

<https://lauc.ucop.edu/sites/default/files/attached-files/lauc-rpd-end-of-funding-report.doc>

Mini Grants – up to \$500

- Tell us what it is
- What are you doing, when you are doing it, and why or how it fits grant criteria
- Name and location of conference, if applicable
- Provide proof of acceptance (e.g. email notification)
- Provide a simple signed memo from your department head or supervisor.
- Provide a budget. Spend by end of next fiscal year
- Tell us if you are member of the bargaining unit represented by the UC-AFT or a non-represented librarian.
- Name, phone number, and email of your local campus fund manager, the business officer who will manage the fund transfer from UCOP.

Presentation grants – up to \$600

- Give us an abstract and title (even if it's a lightning round) in addition to the name and location of the conference (if applicable)
- Tell us what it is (lightning round, poster, etc.)
- What are you doing and when you are doing it
- Provide proof of acceptance (e.g. email notification)
- Provide a simple signed memo from your department head or supervisor.
- Provide a budget. Spend during fiscal year or after event occurred.
- Tell us if you are member of the bargaining unit represented by the UC-AFT or a non-represented librarian.
- Name, phone number, and email of your local campus fund manager, the business officer who will manage the fund transfer from UCOP.

Mini and Presentation Grants, judgement of

- Clear
- Doable
- Useful

End of fiscal year paperwork – Mini and Presentation

End of Funding Report with **relevant** sections filled out

<https://lauc.ucop.edu/sites/default/files/attached-files/lauc-rpd-end-of-funding-report.doc>

Questions?

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