Research Help Hours

Working on a proposal and need some help? Drop by during the following Help Hours for assistance:

- Setting up Cayuse Records – SP and/or 424
- Setting up/populating your internal budget form
- Setting up your GrantForward Profile and Search
- Reviewing forms/documents requirements for specific proposal
- Completing a quick compliance review of non-science proposal documents – e.g. biosketches, budget justifications, facilities, etc.
- Knowing “HOW TO” handle common sponsored programs activities such as submitting no cost extensions, submitting annual grant reports in research.gov or NIH commons, adding a sponsor to Cayuse, or requesting NIH, NSF or other PI accounts.

No appointment is needed. Just drop by during any of the following dates/times.

**Dates/Times/Locations spring semester (January – April, 2019)**

Every Monday, 3-5 p.m., Administration Bldg., Room 215

1st Wednesdays, 1-3 p.m. in Ellington Hall, Room 109

2nd Tuesdays, 11 a.m.-1 p.m. in Engineering Administration, Room 202C

3rd Thursdays, noon – 2 p.m. in Ball Hall, Room 207

4th Wednesdays, 9 – 11 in CFA Building, Room 232

5th Tuesdays, 11-1 in Community Health (January and April)

5th Mondays, 10:30 – 12:30, 3rd floor FIT (January and April)