

Strategic Plan

November 2013



Council on Grantsmanship & Research
for Oklahoma Universities

Vision

As part of the Council on Grantsmanship and Research (CGR) mission, our vision, in the service of grantsmanship and research across the State of Oklahoma, will:

- create a forum for the exchange of ideas and relevant policies among sponsored program officers
- promote continuous improvement and a commitment to grantsmanship
- provide opportunities and resources to facilitate grantsmanship in support research endeavors
- serve as an advocate of grantsmanship by providing relevant resources

Goal 1: Enhance Visibility of Grantsmanship Opportunities and Resources

Strategies

- Raise awareness of CGR mission and resources available
 - Provide brief description of and link to the CGR website on the respective website of sponsored program offices
 - **Measure:** 70% of CGR member institutions provide link with CGR logo on respective research/sponsored programs office websites
 - **Benchmarks:** Survey in fall 2013 meeting, provide support if needed; survey again in spring 2014 meeting
- Sponsor or collaborate with a relevant state-wide event in the area of grantsmanship and disseminate relevant information accordingly
 - Host information table at OK Research Day. Provide info about CGR membership, vision, and resources (directed toward Research Administrators). Can utilize postcards if able to print. Provide opportunity for OK Research Day participants to list helpful resources. Request volunteers from CGR membership to staff table in 1-2 hour increments.
 - **Measure:** Secure table space and volunteers for 2014 OK Research Day.
 - **Benchmark:** Check in at fall 2013 meeting to determine CGR member participation.

Goal 2: Expand Grantsmanship Opportunities and Resources

Strategies

- Collect resources and sample documents from CGR membership and provide access in central location (online drop box, website, etc.)
 - Establish Opportunities and Resources committee to identify types of documents/information to collect prior to fall meeting.
 - Committee can present specific categories for documents/information at Spring meeting, solicit input from CGR membership (each member contribute to at least one category)
 - **Measure:** Provide at least one document for each identified category by spring 2014 meeting.
 - **Benchmark:** Request submissions at fall 2013 meeting, follow up between fall/spring meetings.

- Add interest/focus areas to membership list to help identify best source for specific questions/support. (pre/post award, proposal development, research v. programmatic programs, etc.)
 - **Measure:** Update membership list, with focus/interest area for at least 75% of CGR members by spring 2014 meeting.
 - **Benchmark:** Request focus/interest area at fall 2013 meeting.

- Establish regular communication with CGR members in between fall/spring meetings.
 - Expand CGR website to include informational sections including: 1) Hot topics articles submitted by membership (similar to NCURA YouTube) and 2) Upcoming events/important dates.
 - **Measure:** Revise website by Spring 2014.
 - **Benchmark:** Solicit ongoing input from members through the listserv.

 - Create listserv for CGR membership, similar to those hosted by State Regents' and other groups. Could increase communication between members, allow for easy distribution of newsletters and other news.
 - **Measure:** Operational listserv by spring 2014 meeting.
 - **Benchmark:** Obtain support from state regents to host listserv, create and distribute link to CGR members prior to/during fall 2013 meeting.

Goal 3: Sustain Involvement in the Council on Grantsmanship and Research

Strategies

- Reach out to institutions not currently participating in CGR meetings; provide postcard and information regarding upcoming activities/meeting dates.
 - Establish Welcome and Outreach Committee to provide information to non-participants and new members.

- **Measure:** Provide general information and introduction of CGR to 50% of non-participating institutions via email prior to spring 2014 meeting.
 - **Benchmark:** Establish committee and create list of non-participating institutions within the state, review at fall 2013 meeting.
- Reach out to new sponsored program officers before and during the regular meetings of the CGR
 - Welcome and Outreach Committee provide information regarding CGR to new hires at member institutions (focus on those with single staff member, no CGR members on site to provide outreach).
 - CGR members responsible for notifying CGR Secretary of vacancies and new hires, which will be forwarded to Welcome and Outreach Committee.
 - **Measure:** Provide general information and introduction of CGR to new hires via email prior to spring 2014 meeting.
 - **Benchmark:** Request notification from CGR membership at fall 2013 meeting.