



## Information Assurance Scholarship—Mark Schmidt

The road to eligibility for the Department of Defense's (DoD) Information Assurance Scholarship Program (IASP) is often a multiyear endeavor. Circa 2006 SCSU began the meticulous process of mapping hundreds of information assurance topics to various courses in the Information Systems and Computer Networking and Applications departments.

Steps to success:

In an awards ceremony held in Dallas, Texas in June of 2008, SCSU was presented the course mapping award by the Department of Homeland Security (DHS) and the National Security Agency (NSA). After successful course mapping SCSU was then eligible to apply for National Center of Academic Excellence in Information Assurance Education (CAE/IAE) status.



In a ceremony in Seattle, Washington, in June 2009, SCSU was designated as a CAE/IAE. With that distinction under its belt SCSU was then eligible to receive for capacity building and student scholarship money.

In July of 2009, Mark Schmidt of the Information Systems department was notified by the DoD that SCSU was awarded \$92,082 in grants to provide student scholarships and capacity building and lab improvements. Students in the program are guaranteed a two-year job with a Department of Defense employer upon graduation. Lab improvements include money to obtain new servers and a computer forensics workstation that can examine cell phones.

On August 1, 2009, the St. Cloud Times ran a story about the process. In this story President Potter mentioned that information assurance is a growing field in which St. Cloud State plans to have a strong presence. He was also quoted as saying: "When you look at where the jobs are and what the need is, we need to make sure we are preparing people to meet the needs of the economy of the state," Potter said. "This is an important place for us to be."

Ray Vaughn of Mississippi State University (MSU) has played an active role as a mentor to Schmidt and SCSU during the certification and grant application process. As one of the largest CAE/IAE programs in the nation, MSU has received over \$20 million in funding for security endeavors over the last several years. The SCSU/MSU partnership has also benefited MN law enforcement. During spring break of 2008, MSU and SCSU offered a 40 hour computer forensics class at St. Cloud State to 25 officers from 18 law enforcement departments in MN. Diana Lawson, dean of the G.R. Herberger College of Business was quoted in the St. Cloud Times article as stating "Those are the kinds of things that we want to do, but it takes funding. That's the kind of value we can add for Minnesota." Another such forensics training course is currently being planned for fall 2010. Schmidt recently submitted a grant proposal to the Department of Justice to request funding to offer more computer forensics training sessions to law enforcement.

The Information Systems department along with the Computer Networking and Applications department officially launched their computer security program in fall 2009. Successful grant applications such as this will help SCSU to support this very important academic program. SCSU recently applied for the IASP grant for the 2010-2011 academic year. The NSA, the executive administrator for the DoD IASP recently informed Schmidt of another successful application.

## Increasing Student Achievement in Mathematics—Sonja Goerd

Since 2008, SCSU faculty Sonja Goerd, Susan Haller, Sandra Johnson, Cathy Wick from the mathematics department along with Hsueh-I (Martin) Lo from the teacher development department have partnered with school districts to investigate how K-16 partnerships can enable rural K-12 teachers to have access to discipline-specific professional development and the support to overcome the adverse effects of rural poverty on student achievement. An innovative approach to discipline-specific professional development for rural K-12 teachers has resulted. To support K-12 teachers in increasing student achievement in mathematics, SCSU faculty have provided a series of 4 full-day professional development institutes titled *Teaching Algebra and Algebraic Reasoning* to ALL teachers from at least 16 rural Minnesota K-12 school districts. The series of institutes for each grade band (K-4, 5-8, or 9-12) were developed by the SCSU faculty with a focus on expanding teachers' knowledge of and experience with research-based instructional strategies that support ALL students in the learning of mathematics as defined by the MN Academic Standards for Mathematics.

So why is this considered innovative? Actually, it is the structure of the institutes that is considered innovative. For efficiency and to promote professional communities, the teachers of K-4, 5-8, or 9-12 from multiple rural districts gather at a regional site for 4-full day professional development institutes throughout the academic year; and, each institute is facilitated by two or three SCSU faculty. For example, in 2008-2009 teachers of grades 5-8 from Albany, Belgrade-Brooten-Elrosa, Long Prairie, Melrose, Osakis, and Sauk Centre schools gathered in Sauk Centre, and in 2009-2010 K-4 teachers from East Central, McGregor, and Willow River schools gathered in McGregor. Regional sites make it feasible, both in time and money, for university faculty to partner with multiple rural schools each year to improve student achievement. Regional sites also allow many teachers from each rural district to attend as the transportation costs are minimal; and, a professional development series embedded in the academic calendar promotes district wide participation. Regional sites foster professional collaboration between teachers from different rural districts; and, grade band institutes foster collaboration both within and between rural districts. Sonja Goerd has received grant funding from the MN Office of Higher Education to support the faculty's efforts in both 2009-2010 and 2010-2011. In 2010-2011, SCSU faculty will continue to provide professional development for rural districts; but, the team will also focus their efforts on helping rural K-12 districts to develop infrastructures to support long-term efforts focused on increasing student achievement in mathematics.

## Lewis & Clark Expedition—Darlene St. Clair & Rob Galler



In 2007, SCSU Professors Darlene St. Clair and Robert Galler received a grant from the National Endowment for Humanities to bring *Lewis & Clark and the Indian Country* to campus. Initially developed at the Newberry Library in Chicago, the James W. Miller Learning Resources Center was one of 23 sites selected across the nation to host the exhibit. In order to closely examine significant themes and Minnesota connections to the exhibit, the Multicultural Resource Center and the Department of History co-sponsored a series of seven public programs while the exhibit was on display.

Public programming for *Lewis & Clark and the Indian Country* featured a range of speakers-national, regional, local and tribal- to examine the complexities of Intercultural relations from the 19th century to the present. Presentations and discussions led audiences to appreciate the complexities of the past and consider contemporary opportunities and challenges to build community in central Minnesota. Public programs also included nationally recognized teachers and scholars. Fred Hoxie, the exhibit's curator and Swanlund Professor of History at the University of Illinois at Urbana-Champaign, provided a backdrop for the development of the exhibit. Craig Howe (Oglala Lakota), faculty member at Oglala Lakota College on the Pine Ridge Reservation presented the lecture "Hate Speech, Horses, and Hostages: The Untold Story of Lewis & Clark in Teton Territory" that provided a provocative analysis of Lewis and Clark's interactions with Lakota's along the Missouri River. In order to connect to area youth, Lise Erdrich (Turtle Mountain Ojibwe) read from her children's book, *Sacagawea*, at the Public Library. The program also included an opportunity for participants to examine tools, toys, photographs, and other objects from Missouri River tribal communities.

Three panel-discussions were held to explore contemporary connections to the exhibit. "Intercultural Relations in Central Minnesota" featured Eddah Mutua-Kombo (SCSU), Mary Sam (Mille Lacs Band of Ojibwa), and Hedy Tripp (Create Community), who each discussed the complexities of intercultural relations. Several Native SCSU students (Alaina Hanks, June Sayers, Linda Trosper, Wad Dauphinais, and Nikki Roundtree) discussed their educational experiences prior to and during their time at SCSU. The final panel, "Minnesota Indian Country Today," featured Robert "Sonny" Peacock (Fond du Lac Band of Lake Superior Chippewa), Curt Kalk, (Mille Lacs Band of Ojibwe), and Sheledo Wolfchild (Lower Sioux Indian Community) who discussed contemporary issues in education, natural resources and tribal history in their communities.

St Clair and Galler conducted a workshop for educators to encourage teachers to use the exhibit in their classrooms and promote students and classes to view the exhibit and attend programming. Over the two months of the exhibit, students from elementary, high school and college classrooms toured the exhibit and attended programs.

Over 2,000 people viewed the exhibit and attended these public programs. This speaker series brought together students, staff, and faculty of SCSU and other higher education institutions; area K-12 students and educators; public officials; community organizations; tribal communities and the general public. Public receptions following each event allowed audience members and presenters to continue conversations on the numerous connections and lessons pertaining to Lewis and Clark, Indian Communities of the past and present, and contemporary Minnesota.



## Tobacco Free-Campus—Corrie Beckermann

SCSU Student Health Services has received funding through Stearns County Human Services and the Minnesota Statewide Health Improvement Plan (SHIP) to assist the campus in forming a task force to study the current campus smoking policy. The task force will meet during the 2010-2011 academic year and will prepare a recommendation regarding the current smoking policy to President's Council by March 2011.

Given recent national discussions about tobacco use policies, state-wide and county initiatives, and the Healthy Campus initiative currently underway at SCSU, a thoughtful exploration of tobacco usage on campus is both timely and appropriate. SCSU was awarded \$94,835 through the SHIP initiative and is working with Stearns County and other community agencies to help coordinate this effort.

The funding will enable a task force to gather and share relevant data with the campus community. They will then build awareness and assess the merits and shortcomings of the existing smoking policy and determine the campus's collective values regarding tobacco usage and enforcement on campus.



## Working Together: Anthropology and the Protection of American Indian Sacred Sites in Minnesota —Kelly Branam

Dr. Kelly Branam, assistant professor of Anthropology (SCSU), along with ethnographer Kathleen Costello (SJU) and Cultural Resource Management (CRM) Master's students Austin Jenkins and Benjamin Gessner completed a contract for the State Archaeologist's Office and the Minnesota Historical Society during Spring Semester 2010. The primary goal of the project, funded through Minnesota Legacy Funds, was to create a process through which an inventory of American Indian sacred places and important sites can take place in Minnesota. Identifying such places will aid in their management and protection. In addition, during the course of this project, we worked closely with Darlene St. Clair, Associate Professor and director of the SCSU Multicultural Resource Center. St. Clair, who is Dakota and enrolled at Lower Sioux, was integral in directing us to community stakeholders and providing insight into the sensitive nature of our project research. In the past, American Indian sacred sites have been destroyed and the political motives of non-native and native community members have impinged on their protection. Understanding this history and the history of American Indian communities' relationships to the state of Minnesota was imperative to developing a process. We strive to develop a process with a preference for meaningful consultation with diverse communities.

In order to accomplish our primary goal we conducted ethnographic consultations to specifically examine Dakota communities' relationships with sacred sites and their experiences working with other identification and management processes dictated by federal laws or mandates. We met and interviewed Dakota Elders and cultural knowledge keepers from disparate communities, including federally recognized tribes across the state, communities of those of Indian descent from non-federally recognized tribes, urban community members, and leaders of nonprofit organizations. All of these individuals, and the communities from which they come, are stakeholders in the treatment of sacred sites in the Twin Cities Metro areas and across the state. In addition, the team interviewed archaeologists and cultural anthropologists who are invested in preservation of sacred sites through meaningful consultation with the indigenous communities for whom these sites have meaning. We analyzed previous forms and processes that have been developed across the United States to identify and preserve native traditional use sites and sacred places. We also conducted site visits to several publicly known sacred sites in the Metro area.

The ethnographic investigation showed that Dakota communities' have serious concerns with a proposed process for an inventory and other CRM methods for site identification, documentation, and evaluation. These concerns include a fear that any process may give outsiders too much power in determining what is really sacred, and could be used as a limiting device to define what is sacred and a limiting device of defining what should be considered for protection. Other concerns that were articulated were issues of access and education. Dakota access to their sacred places is not always guaranteed, people are not always aware they may have access, or access has been interrupted through exile. How an evaluation will enhance or inhibit access is a matter of concern to consultants. Another issue for various people is tied to the education of Minnesotans in order that they better understand Dakota history, including their forced removal and exile.

With these concerns in mind, we developed a phased process similar to other Cultural Resource Management processes, which favors meaningful and thorough consultation with multiple communities. We provided a framework for what community consultation and involvement should look like, as well as provided guidance and recommendations for the next steps in developing this process. Specifically, we recommended the development of a permanent position of a state agent who is knowledgeable of needs and dynamics of communities around the state and who can oversee the management of the inventory and the creation and implementation of workshops and other training support for Agencies and CRM professionals. Through the continued development of this process, and with the support from the State of Minnesota for the training of professionals, the support from academic institutions to provide field schools for training future professionals, through the use of this process, and only through meaningful consultation with communities, cultural resource management in Minnesota will continue to grow and develop as a model for responsible, thoughtful, and ethical management of sacred resources.

## Driver Improvement Program—Larry Nadeau

The Driver Improvement Program, as know as DIP, is a classroom based program designed primarily for the 55+ age population. Participants are motivated to attend the course by receiving a 10% discount on their automobile insurance premium. The Minnesota Hwy Safety and Research Center (MHSRC) utilizes a corp of 100 instructors to conduct training state wide. MHSRC instructors provide class participants with the latest concepts in decision and defensive driving techniques, new or changes to traffic laws, new vehicle technology and relevant industry trends and safety information.



Presently, the Driver Improvement Program serves more than 30,000 participants annually. The program continues to grow with many changes under way. Administratively, technology continues to become a tool to help cost effectively manage the program and provide better, faster service to our clients. Participants are now able to register on-line and receive certificates via email. Soon, instructors will benefit from an information sharing tool via the D2L system. New marketing efforts and relationships with industry and public school systems are helping to fuel the growth of the program. Recently, 22 new instructors were added to keep up with growth and service demands. The future is safe and bright for the Driver Improvement Program.

## Using Grants Resource Center

One of the hallmarks of the Grants Resource Center is its funding database, GrantSearch, designed exclusively for Grants Resource Center member campus. It was developed to make finding federal and private foundation grant information accessible and convenient by allowing the user to search the funding opportunity database using five criteria: academic subject, activity, funding sponsor, deadline month, and text.

To begin you must log into the service by visiting [www.aascu.org/grc](http://www.aascu.org/grc). For login information contact the Office of Sponsored Programs ([osp@stcloudstate.edu](mailto:osp@stcloudstate.edu)), the information is free to SCSU employees and graduate students. Once you've logged in you will be directed to the Grants Resource Center homepage; the webpage offers helpful links to Publications, Events, Deadlines and GrantSearch. Click on GrantSearch located on the banner at the top of the page, you will be direct to the GrantSearch webpage.

To conduct a search for funding opportunities select the criteria best representing your project by using the following criteria: Academic Category, Academic Subject, Activity, Funding Sponsor, Deadline Month, and Text. Use the add button (>) to add criteria to your search. When all criteria has been entered, click the Start Search button at the bottom of the screen.

A list of funding opportunities should be provided; in the event no opportunities are provided return to the GrantSearch webpage and remove and/or change one or more of the search criteria; then run the search again. The opportunities are shown by Program Title; for more information on a program you can either click on the Program Title or check the box to the left of the Program Title. By clicking the Program Title and selecting the View Selected button on the banner at the bottom of the page. Either way you will be redirected to a program report.

The program report provides a short description of the program, deadlines and sponsor contact information. For additional information on a program contact the sponsor as directed in the program description. If the program sponsor is a foundation you can typically find additional foundation and funding information using [www.foundationsearch.com](http://www.foundationsearch.com).

## Foundation Search

Foundation Search is North America's leading source of fundraising information for non-profits and charities. The online resource includes more than 120,000 foundations and includes tools to locate grants by type, value, year, recipient, donor, historical giving trends and more. Foundation Search is a key resource for the nonprofit sector, and an integral part of helping non-profits efficiently identify, attract, and manage the relationships and resources vital to the fulfillment of their philanthropic missions.

To use Foundation Search visit [www.foundationsearch.com](http://www.foundationsearch.com). To use the resource you will need to login at the top left of the webpage. Login information is available via the Office of Sponsored Programs ([osp@stcloudstate.edu](mailto:osp@stcloudstate.edu)), the information is free to SCSU employees and graduate students. Once you have logged in you will be directed to an account summary page, click on the Foundation Search link located on the banner towards the top of the webpage.

You will now be at the Foundation Search page. The page resembles a form, you can either search for a foundation by name or giving interest. To search for a foundation name type the foundation's name in the Foundation Name text box. To search by giving interest click on the Giving Interests; a small box will appear with 9 general categories. By highlighting a category a list of subcategories will populate; select the subcategories which best represent your project. Select subcategories by clicking on them (they will appear in the box on the form); if you select more than one subcategory select either AND or OR (see above subcategory box). After the foundation's name or giving interests have been identified click on the Search button located on the right side of the webpage.

One or more foundation should populate in a list; if no foundation populate, return to the search limitations page and remove and/or edit search criteria and run the search again (selecting fewer criteria will help). Click on foundation's name to view a detailed profile, use this information to identify potential program funders. For more information on Foundation Search you can contact the Office of Sponsored Programs at [osp@stcloudstate.edu](mailto:osp@stcloudstate.edu)

## SIGN-UP FOR FREE automatic Federal Grant Notifications!

1. Visit [www.infoed.org/home/officemenu.asp](http://www.infoed.org/home/officemenu.asp)
2. Click GENIUS SMARTS from the list and then click Create New Profile.
3. Follow the step-by-step process of completing your profile. Once your profile is setup, you will begin receiving personalized emails from InfoEd identifying opportunities that are within your personalized profile criteria. Update your profile as needed.

## FEDERAL GRANT OPPORTUNITIES

All grant opportunities are posted, in detail, on [www.Grants.gov](http://www.Grants.gov). Select Find Grant Opportunities—Basic Search, enter the grant Funding Opportunity Number provided below each funding opportunity, click Search and click on the funding opportunity title. Postings provide eligibility information, objectives and deadlines.

For more information contact [osp@stcloudstate.edu](mailto:osp@stcloudstate.edu).



### Department of Health & Human Services

This Funding Opportunity Announcement (FOA) seeks to build upon the proteomic standards, technologies, standard operating procedures, workflows, and reproducibility of protein identification and quantification developed through the Clinical Proteomic Technologies for Cancer initiative (CPTC; <http://proteomics.cancer.gov>) by soliciting grant applications to build a multidisciplinary collaborative team of Proteome Characterization Centers (PCCs). The PCCs are expected to foster multi-institutional and transdisciplinary interactions using data and selected biospecimens from cancer genomics programs.

**Current Closing Date for Applications: September 29, 2010**

**Funding Opportunity Number: RFA-CA-10-016**

This Funding Opportunity Announcement (FOA) issued by the National Institute of Alcohol Abuse and Alcoholism, National Cancer Institute and Office of Dietary Supplements, National Institutes of Health, solicits Research Grant (R03) applications from institutions/organizations that propose to examine associations between nutrition and alcohol-related health outcomes in humans and animal models. The goal of this program announcement is to stimulate a broad range of research on the role of nutrition in the development, prevention, and treatment of a variety of alcohol-related health outcomes including alcohol dependence and psychiatric co-morbidities, chronic and acute diseases, and organ function and damage.

**Current Closing Date for Applications: January 25, 2011**

**Funding Opportunity Number: PA-07-404**



### Economic Development Assistance Program

EDA solicits applications for the following programs under PWEDA: (i) Public Works; (ii) Planning; (iii) Local Technical Assistance; and (iv) Economic Adjustment Assistance. EDA will provide Public Works investments to support the construction or rehabilitation of essential public infrastructure and facilities necessary to generate or retain private sector jobs and investments, attract private sector capital, and promote regional competitiveness, including investments that expand and upgrade infrastructure to attract new industry, support technology-led development, accelerate new business development, and enhance the ability of regions to capitalize on opportunities presented by free trade.

**Current Closing Date for Applications: September 30, 2010**

**Funding Opportunity Number: EDA06222009EDAP**



### National Institute of Food & Agriculture

The purpose of AFRI is to support research, education, and extension as well as integrated programs by awarding grants that address key problems of national, regional, and multi-state importance in sustaining all components of agriculture, including farm efficiency and profitability, ranching, renewable energy, forestry (both urban and agro forestry), aquaculture, rural communities and entrepreneurship, human nutrition, food safety, biotechnology, and conventional breeding. Providing this support requires that AFRI advance fundamental sciences as well as translational research and development in support of agriculture and coordinate opportunities to build on these discoveries.

**Current Closing Date for Applications: March 9, 2011**

**Funding Opportunity Number: RFA-AI-10-014**



### National Science Foundation

The Earth is often characterized as "dynamic" because its systems are variable over space and time, and they can respond rapidly to multiple perturbations. The goals of the Frontiers in Earth-System Dynamics (FESD) program are to: (1) foster an interdisciplinary and multi-scale understanding of the interplay among and within the various sub-systems of the Earth, (2) catalyze research in areas poised for a major advance, (3) improve data resolution and modeling capabilities to more realistically simulate complex processes and forecast disruptive or threshold events, and (4) improve knowledge of the resilience of the Earth and its subsystems.

**Current Closing Date for Applications: March 15, 2011**

**Funding Opportunity Number: 10-577**

## FEDERAL GRANT OPPORTUNITIES



## National Science Foundation

This solicitation calls for proposals to establish a community-based EarthScope National Office. The Office will foster and support integrated science, education, outreach, and related activities for the EarthScope program; facilitate and coordinate EarthScope scientific planning and education and outreach activities; facilitate collaborative research; and when necessary, form scientific responses to “events” in EarthScope topics and/or regions of interest.

**Current Closing Date for Applications: October 1, 2010**

**Funding Opportunity Number: 10-576**

The Division of Mathematical Sciences in the Directorate for Mathematical and Physical Sciences at the National Science Foundation and the National Institute of General Medical Sciences at the National Institutes of Health plan to support research in mathematics and statistics on questions in the biological and biomedical sciences. Both agencies recognize the need and urgency for promoting research at the interface between the mathematical sciences and the life sciences. This competition is designed to encourage new collaborations, as well as to support existing ones.

**Current Closing Date for Applications: October 1, 2010**

**Funding Opportunity Number: 10-579**

## PROPOSAL TIPS FROM GRANTING AGENCIES

## Office of Justice Programs: Grants 101

Over the past 10 years, OJP has provided 52,000 funding awards to the criminal justice community totaling more than \$26 billion. In Fiscal Year 2009, OJP awarded 4,900 grants totaling more than 2.5 billion. In addition OJP also awarded 3,883 Recovery Act grants totaling more than \$2.74 billion to state, local and tribal law enforcement and community organizations.

Find Funding Opportunities: <http://www.ojp.gov/grants101/findfunding.htm>

Write a Proposal: [http://www.ojp.gov/grants101/overview\\_wtp.htm](http://www.ojp.gov/grants101/overview_wtp.htm)

## National Institutes of Health

National Institutes of Health (NIH) funds grants, agreements and contracts that support the advancement of fundamental knowledge about the nature and behavior of living systems to meet the NIH mission of extending healthy life and reducing the burdens of illness and disability. While NIH awards many grants specifically for research, we also provide grant opportunities that support research-related activities, including: construction, training, career development, conferences, resource grants and beyond. Funding priorities include 1) projects of high scientific caliber, 2) investigator-initiated research and 3) unique research projects.

Grant Application Basics: [http://grants.nih.gov/grants/grant\\_basics.htm](http://grants.nih.gov/grants/grant_basics.htm)

Planning Your Application: [http://grants.nih.gov/grants/planning\\_application.htm](http://grants.nih.gov/grants/planning_application.htm)

## National Science Foundation

The National Science Foundation (NSF) is an independent Federal agency created by the National Science Foundation Act of 1950 “to promote the progress of science; [and] to advance the national health, prosperity, and welfare by supporting research and education in all fields of science and engineering.” It does this through grants and cooperative agreements to more than 2,000 colleges, universities, K-12 school systems, businesses, informal science organizations and other research organizations throughout the US. The Foundation accounts for about one-fourth of Federal support to academic institutions for basic research. NSF receives approximately 40,000 proposals each year for research, education and training projects, of which approximately 11,000 are funded.

A Guide for Proposal Writing: <http://www.nsf.gov/pubs/2004/nsf04016/start.htm>

The Office of Sponsored Programs

**Research, creativity and public service** are vital to St. Cloud State University's mission of offering accessible, high-quality education. With ingenuity, imagination and passion, our faculty and staff respond to real-world issues, interests and concerns by working closely with partners from education, government, business/industry and philanthropy. Through these activities, they not only gain additional professional expertise but also mentor students by example, cultivating the next generation of creative, thoughtful and productive citizens.

**The Office of Sponsored Programs:**

- assists and supports faculty and staff in preparing, submitting and administering grants and contracts.
- facilitates the application and award process for several internal grant opportunities.
- provides administrative support to the SCSU Institutional Review Board for the protection of human subjects.
- coordinates the annual Student Research Colloquium held in mid-April.
- fosters community partnerships by linking businesses and organizations with appropriate resources at SCSU.

**Dan Gregory—Interim Associate Provost of Research and Dean of Graduate Studies**

**Linda Donnay— Director—COB, COSS, Academic Affairs, CCS, MHSRC**

Provide proposal budget development and grant submission assistance to the G.R. Herberger College of Business, College of Social Sciences, Academic Affairs, Center for Continuing Studies, and MN Highway Safety and Research Center. Manage relationship with the Department of Military Affairs. Responsible conduct in research compliance.

**Jodi Kuznia—Director—COE, COFAH, COSE, SL&D, and LR&TS**

Provide proposal budget development and grant submission assistance to the College of Education, College of Fine Arts and Humanities, College of Science and Engineering, Student Life and Development, and Learning Resources and Technology Services. Administrator/coordinator of the Institutional Review Board. Time and effort compliance.

**Kimberly Johnson—Research Program Assistant**

Provide support to awardees of faculty improvement grants (short-term, long-term and research), university researcher funds, new researcher funds, and student research funds. Return on indirect transfers. Coordination of OSP research vehicles and the Student Research Colloquium. Responsible for OSP publications.

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