



Office of Sponsored Programs

Louisiana State University  
202 Himes Hall  
Baton Rouge, LA 70803

O 225-578-2760  
F 225-578-2751  
[www.lsu.edu/osp](http://www.lsu.edu/osp)  
[osp@lsu.edu](mailto:osp@lsu.edu)

**MEMORANDUM**

TO: Faculty

FROM: James L. Bates, Executive Director *Karen Baranowski for*

DATE: September 2, 2009

RE: Board of Regents (BoR) Support Fund Requests for Proposals (RFPs)  
**Research and Development Program (R&D)**  
**Awards to Louisiana Artists and Scholars Program (ATLAS)**

The Board of Regents has issued Requests for Proposals (RFPs) for the **Research & Development Program [R&D]**, which includes the **Research Competitiveness Subprogram (RCS)** & the **Industrial Ties Research Subprogram (ITRS)**] and for the **Awards to Louisiana Artists and Scholars Program (ATLAS)**. The requirements differ for each program and are specified in detail in the respective RFPs, which are available on the Board of Regents web site, <http://web.laregents.org/2009/08/31/board-of-regents-support-fund-rfps-for-2009-10/> . OSP has also provided a table (Page 2 of this memo) highlighting the eligible disciplines and BoR and LSU deadlines.

Detailed budget instructions for all of these programs will be available by Tuesday, September 8, 2009, on the Office of Sponsored Programs (OSP) web site, [www.lsu.edu/osp](http://www.lsu.edu/osp) . PIs must use the EXCEL budget spreadsheets provided on the OSP web site. They contain important footnotes specific to LSU and required by the RFPs. They also automatically calculate fringe benefits, indirect costs, and the composite budget page.

Both the notices of intent (NOIs) and the proposals for **RCS** and **ITRS** must be routed electronically to OSP through LSU's Sponsored Programs System (SPS). Once OSP provides the authorized university signature(s) on the BoR notice of intent and the proposal cover page (BoR Forms 8 & 1 respectively), we will notify departments that the form(s) can be picked up at **202 Himes Hall**. Then, to fulfill the BoR requirements, the PI must sign and obtain his/her dean's signature before submitting to the BoR.

**\*\*This year BoR is requiring notices of intent for the ATLAS program.\*\*** Please note **ATLAS NOIs** should not be routed electronically through SPS. PIs are responsible for completing Form 3 (NOI) and delivering the original + 4 copies to BoR. On the other hand, **ATLAS proposals** must be routed electronically through SPS. Once OSP provides the authorized university signature(s) on the proposal cover page (BoR Form 1), we will notify departments that the form(s) can be picked up at **202 Himes Hall**. Then, to fulfill the BoR requirements, the PI must sign and obtain his/her dean's signature before submitting to the BoR.

Please direct any questions to OSP: (1) by calling Office of Sponsored Programs at 8-2760; or (2) by emailing [osp@lsu.edu](mailto:osp@lsu.edu).

**SUMMARY OF REQUIREMENTS & DEADLINES for the BOARD OF REGENTS FY 09-10 SUPPORT FUND COMPETITION**

Document/Recipient	RCS	ITRS	ATLAS
	<p><i>Eligible Disciplines:</i></p> <ul style="list-style-type: none"> <li>Biological Sciences</li> <li>Chemistry</li> <li>Computer &amp; Information Sciences</li> <li>Earth/Environmental Sciences</li> <li>Engineering B (Industrial, Materials, Mechanical, etc.)</li> <li>Health &amp; Medical Sciences</li> </ul>	<p><i>Eligible Disciplines:</i></p> <ul style="list-style-type: none"> <li>Medical and Biomedical</li> <li>Micromanufacturing</li> <li>Data and Telecommunications</li> <li>Environmental Technologies</li> <li>Food Technologies</li> <li>Materials</li> <li>Existing Principal Industries, such as petrochemicals &amp; agribusiness</li> <li>Louisiana Culture &amp; History</li> </ul>	<p><i>Eligible Disciplines:</i></p> <ul style="list-style-type: none"> <li>Arts</li> <li>Humanities</li> <li>Social Sciences</li> </ul>
<p><b>Notice of Intent/LSU</b></p>	<p align="center"><b>09/08/09</b></p> <p>Form 8, NOI, is posted as a separate MS WORD document at <a href="http://web.laregents.org/downloads/rfps-policies-forms/">http://web.laregents.org/downloads/rfps-policies-forms/</a></p> <p align="center"><b>TO ROUTE NOIS</b></p> <p>Upload the completed, but UNSIGNED, form in SPS.</p>	<p align="center"><b>09/08/09</b></p> <p>Form 8, NOI, is posted as a separate MS Word document at <a href="http://web.laregents.org/downloads/rfps-policies-forms/">http://web.laregents.org/downloads/rfps-policies-forms/</a></p> <p align="center"><b>TO ROUTE NOIS</b></p> <p>Upload the completed, but UNSIGNED, form in SPS.</p>	<p align="center">LSU does not require</p>
<p><b>Notice of Intent/BoR</b></p>	<p align="center"><b>BOR REQUIRES NOI</b></p> <p>At BoR office <u>09/11/09 by 4:30 p.m.</u> Original + 4 copies PI responsible for delivery to BoR</p>	<p align="center"><b>BOR REQUIRES NOI</b></p> <p>AT BoR office <u>09/11/09 by 4:30 p.m.</u> Original + 4 copies PI responsible for delivery to BoR</p>	<p align="center"><b>BOR REQUIRES NOI</b></p> <p>At BoR office <u>10/08/09 by 4:30 p.m.</u> Original + 4 copies PI responsible for delivery to BoR</p>
<p><b>Questions/BoR</b></p>	<p align="center">10/01/09</p>	<p align="center">10/01/09</p>	<p align="center">10/01/09</p>
<p><b>Proposals/LSU</b></p>	<p align="center">10/26/09</p> <p align="center"><b>TO Route Proposals in SPS,</b> <b>USE THE SAME LSU PROPOSAL NO. AS NOI</b></p>	<p align="center">10/19/09</p> <p align="center"><b>To Route Proposals in SPS,</b> <b>USE THE SAME LSU PROPOSAL NO. AS NOI</b></p>	<p align="center">11/09/09</p> <p align="center"><b>SPS MUST BE USED TO ROUTE PROPOSALS</b></p>
<p><b>Proposals/BoR</b></p>	<p align="center">(Saturday, November 7)</p> <p align="center"><b>Extended to following Monday, 11/9/09 by 4:30 p.m.</b> Original + 12 copies PI responsible for delivery to BoR</p>	<p align="center">(Saturday, October 31)</p> <p align="center"><b>Extended to following Monday, 11/2/09 by 4:30 p.m.</b> Original + 12 copies PI responsible for delivery to BoR</p>	<p align="center">(Saturday, November 21)</p> <p align="center"><b>Extended to following Monday, 11/23/09 by 4:30 p.m.</b> Original + 8 copies PI responsible for delivery to BoR</p>