



# Grants and Contracts All Externally Funded Sponsored Activity Policy, Practice and Guidelines



## Grants Policy, Practice and Guidelines

Externally sponsored activity for the University is a needed and necessary component of our funding strategy and strategic plan. The following contains policy and guideline information regarding grant applications and the University services available to assist in the application effort. The information contained here will apply for all externally sponsored activities, regardless of budget value, external sponsor or University requestor.

### Eligibility

Who can apply? Faculty, staff, and students are eligible to apply for grants. For more information, please contact the Office of Grants and Sponsored Programs at (413) 532-1234.





## Necessary Components of Grant Applications:

*Minimum elements needed to be included in a grant application*

1. Scope of Project/Statement of Work
2. A designated "Pre-Award Contact" who will assume responsibility of the application





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Fringe benefit



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Please refer to the email below dated January 16, 2020 from Vice President Wagner outlining the current



## Indirect CosRates for Grant Applications

Indirect costs are required. All federal proposals will require the approved federally negotiated rate. All non-federal proposals will use the federally negotiated rate in the absence of specific sponsor policy or award conditions on providing indirect costs

For non-federal sponsors who do not have, or do not identify an indirect cost reimbursement policy and will not pay the full federally negotiated rate,

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Appendix A

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