Principles and Guidelines for Graduate Students and Post-Doctoral Fellows Engaged in External Funding

1. The leadership of the College of Education, Health, and Human Sciences (CEHHS) wants graduate students to have access to the opportunity to develop external funding skills that are appropriate for the degree program in which a graduate student is enrolled. Post-doctoral fellows should also receive the support needed to strengthen their external funding skills.

2. Graduate students are only allowed to apply to external funding opportunities as the lead investigator for a training opportunity, such as a predoctoral fellowship, or for those opportunities in which the funder indicates the lead investigator is to be a graduate student. Graduate students are not allowed to apply as the lead investigator to external funding opportunities for non-training opportunities or opportunities in which the funder has not indicated the lead investigator should be a graduate student.

3. When a graduate student becomes interested in applying for an external funding opportunity, the faculty advisor should enter the information at https://tinyurl.com/plantosubmit. The faculty advisor and the graduate student should attend the initial meeting with CEHHS’ Office of External Funding to discuss the external funding opportunity. This discussion will assist in determining if the funding opportunity is appropriate for the graduate student. Issues around supporting a graduate student’s ability to maintain intellectual property of a research idea will be discussed as needed. If the decision is made to submit an application for external funding, the faculty advisor should attend every meeting with the graduate student, and be on all email communication that is needed with CEHHS’ Office of External Funding.

4. When a student receives an externally-funded award, the faculty member who is serving as the primary advisor will be responsible for fiscally managing the award (unless another faculty member has been designated this role in the submitted application).

5. Post-doctoral fellows can apply for all appropriate external funding opportunities in all appropriate roles.

6. When a post-doctoral fellow becomes interested in applying for external funding, the faculty mentor should enter the information at https://tinyurl.com/plantosubmit. The faculty mentor and the post-doctoral fellow should attend the initial meeting with CEHHS’ Office of External Funding to discuss the external funding opportunity. This discussion will assist in determining if the funding opportunity is appropriate for the post-doctoral fellow. If the decision is made to submit for external funding, the faculty mentor, post-doctoral fellow, and staff from CEHHS’ Office of External Funding should discuss and decide who should be interacting, both in meetings and email communication, with the CEHHS’ Office of External Funding during the submission process.

7. When a post-doctoral fellow receives an externally-funded award, the faculty member who is serving as the primary mentor will be responsible for supervising the post-doctoral fellow in fiscally managing the award.