

Goldsheet 101

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IOWA STATE UNIVERSITY
OF SCIENCE AND TECHNOLOGY

Purpose of the GoldSheet

The GoldSheet is the proposal routing form ISU uses to acquire department, college, and institutional commitments and approvals for extramural funding through grants and contracts.

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Who can be a PI?

- Office of Vice President for Research and Economic Development Matrix (handout)

Available online:
<http://www.vpresearch.iastate.edu/docs/policies/PI%20Eligibility%20Guidelines-V02.doc>

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Liquid Office

- The GoldSheet is routed with a software package called Liquid Office



Helpful Links

- To register for Liquid Office
 - http://www.ospa.iastate.edu/ProposalProcess/ResearchForInv.aspx#Liquid_Office
- eGoldSheet User Manual
 - <http://www.ospa.iastate.edu/eGoldSheet/docs/eGoldSheetManual.pdf>
- eGoldSheet FAQs
 - <http://www.ospa.iastate.edu/ProposalProcess/eGoldSheetFAQ.aspx>

When is a GoldSheet required?

An award is considered a sponsored project if it meets any one of the following:

1. If it is from a federal, state, or local governmental agency or flow through from one of these agencies, it is always treated as a sponsored project

When is a GoldSheet required?

2. If the award is from a non-government sponsor and includes one or more of the following provisions it will be treated as a sponsored project:
 - The sponsor requires return of unexpended funds or written approval to spend beyond the designated project period
 - The award contains restrictive provisions for intellectual property rights
 - The award restricts or monitors publication or use of results
 - The award requires indemnification of the sponsor
 - The award includes reference to confidential information
 - The award comes in the form of a cooperative agreement
 - The award is cost-reimbursable or requires detailed and auditable financial reports

When is a GoldSheet not required?

- For internal competitions
 - Internal funding opportunities administered by the VPR's office
 - <http://www.vpresearch.iastate.edu/grants.html>
- When applying to RFPs from ISU Centers
 - Iowa Energy Center, Midwest Poultry Consortium, Iowa Water Center, the Leopold Center, etc...
- When submitting a white paper or pre-proposal that does not contain any budgetary information

GoldSheet Routing

- Each PI has a "routing tree"
 - Includes his/her affiliated departments, centers, and Colleges/Administrative Units
 - Most PIs know their routing tree, however if there is some question, you may contact Dorothy Pimlott with the VPR's office at 294-4933
- The work queues for the necessary departments, centers, and colleges need to be entered on each GoldSheet.
- All GoldSheets automatically route to the VPR office and OSPA

When should a GoldSheet be routed?

- OSPA asks for 4 business days to review the GoldSheet before the due date or the date that any signed paperwork is needed from our office
- Please allow 1-3 days for the GoldSheet to route, depending on the number of people who need to sign off on it

Start GoldSheets 7-5 business days before the deadline!
