

Frequently Asked Questions about OCAST Programs and Solicitations

Do I have to submit a statement of intent? What if I forget to submit a statement of intent but want to submit an application?

Yes, a statement of intent must be received in the OCAST Oklahoma City office by the deadline in order for an application to be submitted. Additionally, a statement of intent is required for each project submitted (i.e. OARS and intern). A statement of intent may be faxed to the OCAST Oklahoma City office but the application may not be sent by facsimile. Additionally, the statement of intent and/or the application will not be accepted by email.

An application cannot be accepted if a statement of intent was not received.

Can a principal investigator (PI) apply to multiple programs? Can a principal investigator have concurrent projects?

Yes, however the projects must address different aims. A PI may have concurrent OARS & intern projects but only one project per PI is allowed in health and plant science.

Can a PI resubmit an application that was not funded previously?

Yes, the PI can and is encouraged to resubmit. However, the PI must include a response to reviewer's comments and note any changes in the proposal, include a copy of previous application and copies of the reviews for the application. OCAST only keeps this information on file for one year. Keep your copies!

Can a principal investigator budget for a salary?

The PI on a basic project may not budget for a salary; however, the PI on an applied project may budget for a salary but must be on release time from the university for the time spent working on the project.

Can the budgeted amounts be modified once approved? How do we budget for a post-doc if we don't know who it is yet?

The budget amounts can be modified up to 25 percent without prior approval from OCAST. However, money in travel cannot be transferred in or out once it is approved and cannot exceed \$1,000 in the basic component.

It is okay to list "to be determined" but be sure to budget for a post-doc if you intend to use one.

What types of fees and costs are not allowed? What fees are allowed?

OCAST does not reimburse for tuition or fees, patent or licensing fees or indirect expenses.

Allowable fees include registration fees as a part of the travel expenses. Equipment service fees are allowable expenses provided that the equipment is used specifically for the project or only for the percentage of usage for the project.

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What can be used as a match?

Comparison	Equipment as Match (in-kind)	Salary as Match No state appropriated funds can be used as match
Business	CANNOT use equipment & machinery as match	CAN use salary as match
Universities	CAN use equipment as match to fulfill part or the entire required match if the equipment did not originate from State-appropriated funds	CANNOT use salary as match
Non-Profits	CAN use equipment as match to fulfill part or the entire required match if the equipment did not originate from State-appropriated funds	CAN use salary as match if they do not receive monies from state appropriations

Can federal grant monies be used as matching funds?

Yes, however the PI must show a separate scope of work for the OCAST project than that of the federal project. Indicate how the project for OCAST differs from that of the federal project.

In multiple year awards, if monies are left at the end of the contract year can they be rolled over into the next contract year?

No, however, the PI may apply for a no-cost extension to complete that portion of the project and the new contract will then start after the extension period has ended.

For the programs that have a commercialization plan, how do we project two, five and ten years.

It is a projection based on market analysis and research. Be reasonable in your estimations and include documentation that substantiates your claim.

When is the estimated start date for my project?

In general the start date is 30 to 60 days after the award is received.

Is collaboration with entities outside the state of Oklahoma allowed?

OCAST encourages collaborations within Oklahoma; however, if the expertise is only available outside the state, it is accepted.

What if one or more sections do not apply to my project?

You must still include the section heading and indicate that it is “not applicable”

Where should animals be listed in the budget?

Animals should be listed as supplies.