



FDP – HOW TO IDENTIFY AND ENGAGE A FACULTY REPRESENTATIVE FOR YOUR INSTITUTION

Faculty are key to FDP's Success

The Federal Demonstration Partnership (FDP) is a unique collaboration between research institutions and federal funding agencies that works to reduce, through innovative cooperative activities, the administrative burden associated with federal research grants. To achieve its goals, FDP specifically connects federal funding agencies with faculty and university research administrators to speak to all facets and perspectives of a particular issue and develop solutions. **Success requires the faculty voice in the conversation.**

FDP Background with Engaging Faculty

Although FDP was originally created for, and led by, research administrators, in 1996 with Phase III of the FDP, faculty representatives for member institutions were added, along with program officers for the federal agency members. This addition very intentionally focused on ensuring the faculty voice and perspective was heard and involved in the activities of FDP. Each phase of the FDP has resulted in growth of faculty participation and increased engagement is specifically called out in the [Phase VII Strategic Plan](#). Goal 4 of the Strategic Plan states “Actively engage all community partners – administrator, faculty, and federal representatives.” There will be several targeted activities related to this goal. This guide is intended to provide assistance in identifying and engaging a faculty member at research institutions.

FDP Membership Conditions and the Faculty Representative Role

As a condition of membership, institutions are required to have a faculty representative named and engaged in FDP activities. Institutions may also choose an alternate faculty representative to encourage shared participation in FDP activities, both at in-person meetings and virtually. Including an alternate representative is a good strategy that allows for broader faculty input and consistent institutional engagement. Often administrative burden is unique to an area of research (e.g., IRB, IACUC or specifics of DOD or DOE grants) and having someone knowledgeable of those specific areas pays dividends.

Faculty representatives come to FDP to provide the faculty perspective of the member institution. The faculty representative should be someone who currently holds, or has held, faculty rank within the institution. This could be a person whose institutional role is currently full-time faculty, or a combination faculty and administrator.

How to identify an FDP Faculty Representative

We acknowledge that it can be challenging to identify and solicit a faculty member at your institution who is well suited for the role and has the interest and time to engage in FDP activities and meetings. It is essential that the individual has experience with managing federal grants. A successful faculty representative may also:

- Have current or prior involvement in:
 - Research administration or compliance related initiative or project
 - Research-related committee or advisory board
- Show an interest in understanding the grants process and shares ideas for doing things differently
- Have close contacts in federal agencies and travels to DC somewhat regularly related to grant activity
- Have served as a program officer in a federal agency
- Demonstrate effective problem-solving aptitude and interest