Scope of Work

- This document tells the sponsor what ISU has legally committed to doing.
- This document is used to settle disagreements over possible breaches of the contract. For example, the sponsor may state the PI agreed to XYZ. The Scope of Work shows what the PI really agreed to do.
- During the proposal preparation stage OSPA only needs a draft of this, but wants a copy of your full proposal after-the-fact.
- See an example below….

ISU Scope of Work


Iowa State University will support development of “issue teams,” host an annual Digital Agriculture (DA) Spoke All-Hands Meetings, and host annual data lifecycle workshops in the areas of plant sciences, phenomics, and genomics (PSPG). Two mini-grants totaling $10,000 will be competitively awarded each year to form “topic/issue teams” that will tackle challenges related to data lifecycle automation and cross hub communication. ISU will host the annual DA All-Hands Meeting during Year 1 of the three-year award period and will host three PSPG lifecycle workshops. Funding will be used to develop to data management services, develop/deliver/archive PSPG webinars, and provide travel funds for the ISU Co-PI and project staff to attend DA spoke events. ISU will co-coordinate Objectives 2 and 3, and provide content for Objective 4. ISU will maintain a database of funding opportunities, create and periodically update the “universe” of people and entities engaged with the DA Spoke, and provide website content for the project.