PROVOST'S RESEARCH ACTIVITY AWARDS (RAA)

The Provost invites applications for one or more awards of up to $25,000 for planning, preparation and submission of proposals for major external grants or contracts.

Criteria

- Applicants must prepare a concise (2-4 pages) and informative description of the content or subject area around which a major proposal would be crafted;
- Proposals resulting from this funding must request major external support for a new project or a major expansion of an existing program;
- Applicants – either an individual or team -- must exhibit strong track records of successful grant activity or excellent potential to attract major external support;
- Applicant teams must include at least one junior faculty member;
- Applicants must identify targeted funding agencies and, ideally, specific programs through which funding will be sought;
- Submission of major proposals stemming from these development efforts must be on or before March 15, 2008;
- Applicants must provide a detailed budget of up to $25,000 specifying the amount of assigned time, travel expenses, etc.
- Applicants must have the support of their colleges/units as indicated by letters from the appropriate deans;
- Applicants who are provided with funding are required to work in collaboration with the Office of Research and Sponsored Programs throughout the process of planning and preparing subsequent grant applications; and
- Successful applicants will be asked to make an interim presentation on their progress and to submit a final report to the Grants and Research Advisory Board.

Use of Funds

- Assigned time of <u>3 WTUs or more</u> for each participating faculty member;
- Overload pay or summer salary;
- Student pay to gather data for a proposal;
- Travel expenses for working meetings designed <u>specifically</u> to advance project goals (rather than general fact finding, networking, conferences, etc.) with potential collaborators and/or representatives of targeted funding agencies; and
- Other "pre-proposal" expenses that relate <u>directly</u> to researching and writing competitive proposals for external support.

Items Not Eligible for Funding

- Equipment • Other items not directly related to preparing major grant proposals

Deadline: March 19, 2007
Submit to: The Office of Research and Sponsored Programs

PROVOST'S RESEARCH ACTIVITY AWARDS

Application Cover Page

Project Title:_____

_____

Name(s) and Department(s) of lead faculty:

_____

Name(s) and Department (s) of collaborating faculty (if applicable):

_____

SUMMARY BUDGET REQUEST:

	RAA	***Matching $** (Not required)	**Total**
Assigned Time:	_____	_____	_____
Academic Overload/Summer Pay:	_____	_____	_____
Student Assistant Pay:	_____	_____	_____
Travel:	_____	_____	_____
Other:	_____	_____	_____
TOTAL:	_____	_____	_____

*Source and amount of other internal funds to support these activities, if applicable:

Summary (100 words) of activities to be supported with funds requested:

Applicant's Signature(s): _____

Department Chair Signature(s): _____

Dean Signature(s): _____

RAA PROPOSAL

Narrative

Write a 2-4 page, single-spaced narrative in 12 point font describing what you intend to accomplish. It should include:

- A description of the content or research area around which you intend to develop major proposals. You may want to comment on its centrality to your research efforts and those of your colleagues as well as its importance to your department or college in terms of potential to attract major external support.

- A description of the resources (laboratory space, colleagues with special expertise, established partnerships, internal funding) already are in place that would support your efforts to secure substantial external funds.

- A description of the expertise, prior experience and role that each participant will have in the preparation and execution of the project for which external funds will be requested.

- A clear timeline and description of the activities to be accomplished.

- A description of the targeted funding source(s). Include whatever specific information you might have relevant to the funding source such as the program name, description of program, due date, project period, the amount of funding you would likely request, contacts you may already have had or intend to have with representatives of potential funding sources.

- A description of other requests (pending or approved) for assigned time or overload during all or part of the period for which you are requesting support.

- Any other information that you think is relevant to your application.

- Abbreviated curriculum vitae (limit 3 pages) of key participants with a list of all previous externally-funded grants.

Budget and Budget Rationale (1 page)
Calculations and justification for the major budget categories listed on the cover page.

Letter(s) from Dean(s)
Attach a letter from the appropriate dean(s) stating his/her commitment to the project as described in the criteria, and a statement that RAA funds would not be used to supplant other funds.

RAA Award Suggestions

Previous successful proposals exhibited some of the following characteristics:

- They identified more than one potential funding source.
- They were very specific, often identifying the potential funding agency, the program, and the deadline for submission.
- They included a clear timeline for activities leading to submissions.
- Their budgets were carefully crafted and did not overstate the amount of time needed to conduct the research or grant preparation.
- The timing of the proposed activities fit with the deadlines for targeted funding sources, whereas a number of unsuccessful proposals requested funds for planning or data gathering that would occur after a proposal had been submitted.
- PIs clearly demonstrated that they had a strong record of attracting external support or had been extremely active in attempting to secure such support.
- If successful, their proposals would lead to major grant support.
- A firm financial commitment by the department and/or college to support the specific project for which you are requesting funds.