Call for URGC Project Initiation Grant Proposals
2015-2016

PURPOSE

The purpose of the Project Initiation Grant program is to stimulate faculty research initiatives and to further research so that it can be funded extramurally.

ABOUT THE URGC

The University Research Grant program was originally established in 1941 from a bequest by Claude W. Kress which allocated the interest each year to the committee to encourage research, particularly among faculty who are in their early years of their career at Clemson. The University Research Grant Committee (URGC) programs are now funded from the Office of Vice President for Research. The URGC Project Initiation Grant funding opportunity is announced annually and provides funding to faculty at Clemson University. The URGC consists of two faculty representatives from each college, and one faculty librarian. A list of previously funded proposals can be found at http://www.clemson.edu/research/urgc/programs/proj-init.html.

ELIGIBILITY

Proposals are solicited from University faculty to support the research in order to successfully compete for external funding. Eligible faculty are those with tenure, tenure-track, or emeritus faculty status. The committee makes grants to new faculty members initiating research and to faculty members initiating research in a new area or in areas where other sources of support are inadequate or nonexistent. An individual can only submit one proposal either as a PI or a Co-PI (not both). Faculty who received a URGC grant within the last two years as a PI or a Co-PI, i.e., 2013-2014 or 2014-2015 are ineligible. Also ineligible are Principal Investigators who previously failed to submit final URGC post-award reports with acceptable deliverables. The URGC makes every effort to fund meritorious projects from all disciplines. Collaborations are encouraged.

FUNDING AND REQUIREMENTS

- A total of $85,000 is available to fund 2015-2016 URGC Project Initiation Grant awards. Each application may request up to $10,000 in direct costs; there are no F&A (indirect) costs on the awards. Faculty with a balance of active startup funds greater than $10,000 are required to match 50% of the proposed budget with their startup funds.
- Funds may not be used to provide nor supplement faculty salaries, summer salary for faculty, or currently funded research.
- Co-PI can be a non-Clemson researcher, but no funds can be provided to a non-Clemson researcher.
- Funds from this grant should not be used for the sole purpose of purchasing equipment; however, a portion of funds not exceeding 40 percent of the total amount may be used for purchase of essential instruments for conducting the proposed work.
- Applicants may request funding from July 1, 2015 to June 30, 2016. All URGC funding must be expended by June 30, 2016.

- If graduate assistantships are requested, the applicant should check institutional GAD box for the graduate assistant differential in the Clemson University user-defined field on the budget page in Proposal Tracking (PT). It is no longer necessary to charge GAD to the proposal.

INSTRUCTIONS FOR APPLICATION PREPARATION

The URGC is comprised of Clemson University faculty across all disciplines in order to provide inter-disciplinary reviews. Thus, the proposal must be written in a formal, clear and concise manner. The use of jargon should be avoided. The proposal should be written for a general audience.

Format: Times New Roman, 12 point font, single-spaced, one-inch margins all around, 8 ½ x 11 inch paper size. **A WORD template is provided**.

The application must be submitted as a single PDF with sections in the following order (Do <u>not</u> include appendices):

1. Proposal Narrative (three-page limit with the subheaders in bold):
   - Title of the Proposal
   - Names, Titles and Affiliation (Department, School, College) of PI and Co-PIs
   - Start Date of PI at Clemson as Tenure-Track Assistant Professor
   - Abstract
   - Specific Aims
   - Background and Significance
   - Potential Impact of the Proposed Work
     An applicant must summarize current instructional/research activities and explain how the proposed research will increase their chances for external funding opportunities, and further enhance their research endeavors and the reputation of Clemson University.
     If an applicant has startup funds with a current balance greater than $10,000, justify the need for this funding. If an applicant is initiating research in a new area or has current external funding, explain how the proposal differs from previous projects or from project(s) already funded.
   - Methods
   - Expected Results
   - Timetable and Plans for External Grant Submission

2. References (not included in the three-page limit)
   For journal articles: all authors (Last name, first initial), year of publication, title, journal name, volume, pages. For books and book chapters: all authors (Last name, first initial), year of publication, title, book name, editors' names, publisher, edition, pages.

Updated on December 5, 2014

3. A detailed budget and budget narrative to justify **each** expense. Use the CU Internal Budget Form available on the Internal Documents tab in InfoEd PD.

4. Details of start-up package. Start-up package details should include a description of total amount, duration, current balance, the number of graduate assistantship(s), travel funds, supplies, equipment and others/discretionary funds provided as part of PI's and Co-PI's hiring agreement.

5. Current and pending support for PI and Co-PI(s). The applicant should provide title, funding agency, duration, total direct costs, total amount of the award, role of PI or Co-PI on the project, one-sentence description of major goals of the project and a statement indicating whether there are any overlaps with the URGC proposal.

6. Statement indicating whether the PI or Co-PI(s) received URGC funding in the last two years. Statement indicating whether requirements for final post-award report and deliverables were met if the PI or Co-PI(s) received URGC funding two years before.

7. Curriculum vitae for PI and Co-PI(s) (no more than two-pages for each PI and Co-PI).

Proposals that are not in compliance with the requirements and the instructions may be rejected without review.

SUBMISSION PROCEDURES AND DEADLINE
NOTE: **Beginning with this FY15 Competition, all URGC proposals must be submitted using the InfoEd Proposal Development Module. The Proposal Processing Form (PPF) is no longer in use. Contact your OSP Support Center as you would normally do for an external submission.**

All proposal documents, including electronic signatures, must be received by 4:30 p.m., February 2, 2015 in InfoEd PD. Only those proposals submitted on time through InfoEd will be reviewed. To ensure that all electronic signatures are received on time, faculty are **<u>strongly encouraged</u>** to submit their proposals for routing and electronic signature no later than Wednesday, January 28, 2015. Applicants will be notified of funding decisions by March 20, 2015.

DELIVERABLES
Awards from the URGC must be used for the purposes outlined in the proposal by June 30, 2016. The required deliverable from the URGC grant is the submission of a competitive extramural proposal or pre-proposal (or letter of intent) for a grant after completion. This extramural proposal or pre-proposal should be submitted by no later than October 1, 2016. Not acceptable as deliverables, in lieu of an extramural grant submission are, submission of peer-reviewed papers, conference presentations, talks, or posters. URGC grant awardees must submit a final report on the outcomes of the funding to the URGC by October 3, 2016. The final report must be emailed to cuosp@clemson.edu.

Updated on December 5, 2014

RESEARCH COMPLIANCE

All applications selected for award will be required to have any necessary approvals from the Office of Research Compliance, before the award can be set up.

QUESTIONS

Program related questions should be directed to Dr. Weiguo Cao, Chair of URGC. (Email: wgc@clemson.edu; Tel.: 656-4176).

Submission and post-award related questions should be directed to your OSP Support Center or Sarah Jaeschke at sjaesch@clemson.edu; Tel.: 656-0260.

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