



Clemson Major Research Instrumentation Initiative (CU-MRI) 2023 CALL FOR PROPOSALS

SUMMARY

The **CLEMSON MAJOR RESEARCH INSTRUMENTATION INITIATIVE (CU-MRI)** provides financial support from the Division of Research to Clemson University researchers for the purchase, replacement, or upgrade of major research equipment that impacts scholarship, research productivity, and award of extramural funding. Major research equipment is defined here, for the purposes of this initiative, as a unit having a useful life of at least five years and an acquisition cost of more than \$50,000.

Funding amount: At least \$50,000
Proposal deadline: October 26, 2022
Funding period: 6 months, beginning on or after December 1, 2022

ELIGIBILITY

Tenured or tenure-track faculty and research faculty are eligible to serve as PIs on proposals. Postdocs, staff, and emeritus, adjunct, or visiting faculty are not eligible to serve as PIs on proposals but may be included in research teams. Past recipients of R-Initiative funding who did not comply with the terms of funding are ineligible.

An individual can apply as PI or Co-PI on one **CU-MRI** proposal each year. A proposal must have a single PI. Other team members can be listed as Co-PI, Co-I, Collaborator, etc. Proposals can be either single-college or multi-college. A single-college proposal involves faculty from only one college. A multi-college proposal involves faculty from two or more colleges. Multi-college submissions are highly encouraged.

A college may submit two proposals with that college as the lead to be reviewed by the Office of the Vice President for Research. Preliminary selection of these proposals will be conducted by the college's Associate Dean for Research.

PROPOSAL PREPARATION AND SUBMISSION PROCESS

Proposals that are not in compliance with the requirements and proposal instructions will be returned without review.

All proposal documents, including electronic signatures, must have completed InfoEd routing and be submitted to the Clemson InfoReady Research Portal (<https://clemson.infoready4.com/>) by **4:30 p.m. on October 26, 2022**. PIs will contact their OSP Support Centers as they would normally do for an external submission. To ensure that all electronic signatures are received on time, faculty are strongly encouraged to submit their proposals for routing and electronic signature at least two business days before the deadline. Only those proposals having completed the InfoEd routing process by the deadline will be reviewed.

Format all documents using 12-point Times New Roman Font (or similar), one-inch margins, single line spacing, and 8 ½ x 11-inch paper size.

Submit the proposal as a single PDF file with the following ordered sections:

A. Cover Sheet [1 page]

The following items must be included:

- A clear, concise project title (CU-MRI: Project Title)
- The names and college/departmental/school affiliations of the PI, co-PIs, and any other senior personnel or key collaborators
- Center affiliations, if applicable
- Total budget amount
- An indication of whether the PI has been a previous recipient of R-Initiative funding; if yes, include the year of funding and the initiative (e.g., 2020 CU Fellows)
- Anticipated deliverables

B. Project Summary [1 page]

Summarize the need for equipment and how its purchase will further enhance Clemson University's research funding, scholarship, and productivity.

C. Project Description [5 pages, inclusive of all figures and charts]

Describe the research, training, and proposal activities that will be possible upon acquisition of the equipment and the impact on the productivity and competitiveness of CU researchers. Detail which users will have access to the equipment and plans for sharing it among centers, departments, schools, and colleges, as appropriate. Explain where the equipment will be housed, how it will be maintained and operated over its lifetime, and how the maintenance cost will be covered. Provide a statement on whether similar equipment is currently available at Clemson. If similar equipment is available, justify the need for the new equipment.

D. Budget and Budget Justification

Provide vendor quote(s) for the proposed equipment, including shipping and installation/familiarization costs, detailing the breakdown of the cash match (if applicable) and funding requested from the Research Division toward the purchase. Include commitment emails or letters for the cash match funds, including the source of funds (if applicable). See below for additional guidelines in Budgetary Information.

E. Biographical Sketches [3 pages max, each]

Submit Biosketches in [NSF](#) or [NIH](#) format for the PI, Co-PI(s), collaborators, and key personnel.

F. Letter(s) of Support [No page limit]

Provide letter(s) of support from director(s) of center/facility to house the equipment.

G. [OPTIONAL] Documentation of Cost Share

Provide commitment emails or letters for the cost-share funds, if included.

BUDGETARY INFORMATION

Allowable costs include cost of equipment acquisition, shipping and handling, taxes, required software to operate the equipment, and setup costs for the equipment, including initial company technical support. Unallowable costs include facilities (F&A) costs, salary, materials and supplies, expenses for technical staff to operate and/or maintain the equipment, travel requests, or facility upgrades required to house or operate the equipment.

Appropriate space for the housing and operation of the equipment should be available and identified in the proposal. The PI and project team must assume the operational and maintenance cost of the equipment going forward.

Cost share is not required but highly encouraged, and it will be considered in the selection process. Cost-share contributions are allowed **only** for the purchase of the piece of equipment. These funds may come from faculty members, centers, institutes, departments, schools, colleges, or a combination of these sources. Cost-share funds must be allowed under federal and state guidelines. Unallowable cost-share funds are costs on other federal projects, supplies on hand, etc. Please specify the specific cost-share source/chart string in the budget justification. Cost-share fund sources not allowable are Fund 18, Fund 20, Fund 22, and Fund 25. The cost-share funds must be available during the project period.

The grant period is six months, beginning on or after December 1, 2022. The purchase of the equipment must be completed within the grant period. Any residual funds at the end of the project will be returned to those providing the matching funds, if applicable, and to the Division of Research. In the event the PI leaves the University during the life of the project, unspent funds will be returned to the Division of Research, and the project will be closed.

REVIEW PROCESS AND CRITERIA

Funding decisions will be announced within six weeks of proposal submission. The Division of Research will consider up to two proposals from each college, as determined by the PI's primary appointment. A review committee, including external reviewers if needed, will evaluate the proposals. The proposal must be written in a clear, concise manner for a general audience. Avoid the use of jargon.

Evaluation Criteria:

- Sharing of equipment by multiple users, multiple departments, and multiple colleges
- Likely impact of funding on scholarship and productivity
- Probability of increased extramural funding resulting from the purchase of the equipment
- Presence and condition of similar equipment in the University
- Space, operation, and maintenance plan for the equipment
- Significant discount secured from a vendor
- Amount of cost share provided by other units and individuals
- Other factors that demonstrate potential benefit to the University

Priority consideration will be given to requests that:

- Demonstrate a multi-user, multi-department, and multi-college need;
- Demonstrate a current lack of necessary equipment of capacity; and
- Include cost-share commitments (if applicable).

AWARD INFORMATION

Funds will be available to PIs as individual project accounts and will be maintained and managed by the Division of Research. The PI will work with his/her department/school/college to transfer the cost-share funds (if applicable) to individual project accounts at the beginning of the project. Funds will be available once cost-share funds (if applicable) are transferred. Any residual funds at the end

of the project will be returned to the original source, either via those providing cost-share funds or the Division of Research.

Expenditure of these funds must follow state procurement guidelines. State money cannot be used for personal gain (i.e., books, recordings [CDs, DVDs, etc.]) by which the author receives ANY portion of funds directly. All applications selected for an award must receive the required approvals from the Office of Research Compliance before the award can be activated. All income received from sales is considered Clemson University revenue unless assignment of rights to the faculty member is granted by the Vice President for Research and the Clemson University Research Foundation (CURF). All equipment purchased through **CU-MRI** becomes the property of Clemson University.

No-cost extensions will only be considered in extraordinary circumstances.

DELIVERABLES & FINAL REPORT

The primary outcome of the **CU-MRI** initiative is the purchase of equipment. The purchase must be completed, equipment received, and all expenditures used for the purposes identified in the proposal by the end of the six-month grant period. Documentation must be emailed to the Division of Research (rifunds@clemson.edu) by the end of the grant period.

A final report must be submitted via the Clemson InfoReady Research Portal (<https://clemson.infoready4.com/>) within one year of the funding end date. Instructions will be sent to PIs via email upon award acceptance. Teams who fail to submit their final reports will be ineligible for future R-Initiative funding.

Should R-Initiative funding result in publication(s), PIs must acknowledge the impact of R-Initiative funding by stating that the project was funded in part by Clemson University's R-Initiatives.

QUESTIONS

Questions about the R-Initiatives may be directed to rifunds@clemson.edu.