CLEMSON MAJOR RESEARCH INSTRUMENTATION INITIATIVE
[CU MRI]
2024–2025 CALL FOR PROPOSALS

SUMMARY

The Clemson Major Research Instrumentation (CU-MRI) Initiative provides financial support to Clemson University researchers for the purchase, replacement, or upgrade of major research equipment that impacts scholarship, research productivity, and award of extramural funding. For the purposes of this initiative, major research equipment is defined as a unit having a useful life of at least five years and an acquisition cost of more than $50,000. Deliverables must include purchase and installation of equipment.

Funding amount: At least $50,000
Proposal deadline: Monday, October 21, 2024 at 4:30 PM
Funding period: Six months, beginning on December 2, 2024

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 may 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 may 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.

Each college may submit two proposals as the lead for funding consideration by the Office of the Senior Vice President for Research, Scholarship, and Creative Endeavors. Preliminary proposal down-selection at the college level will be conducted by the respective associate dean for research (ADR) offices. Please reach out to your ADR to inquire about the college-level down-selection process.

BUDGETARY INFORMATION

The grant period is six months, beginning on December 2, 2024. **The purchase and installation of the equipment must be completed within the grant period.**

Allowable Costs

- 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

- Facilities (F&A) costs
- Salary
- Materials and supplies
- Expenses for technical staff to operate and/or maintain the equipment
- Travel requests
- Facility upgrades required to house or operate the equipment

The PI and project team must assume the operational and maintenance cost of the equipment going forward.

Cost Share

Cost sharing toward allowed costs is not required but highly encouraged and will be considered in the selection process. These funds may come from faculty members, centers, institutes, departments, schools, colleges, or a combination of these sources. All other items (extra warranties, maintenance, etc.) are the department's responsibility and should not be included in the budget. 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. 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.

PROPOSAL SUBMISSION

InfoEd Routing

The Clemson University Office of Sponsored Programs uses InfoEd to route and monitor research funding requests. All proposal documents, including electronic signatures, must complete InfoEd routing. PIs must coordinate with their OSP Support Centers as they normally would for an external submission. PIs are strongly encouraged to submit their proposals for routing and electronic signatures no later than two business days before the deadline to ensure electronic signatures are received on time. Only those proposals that have completed the InfoEd routing process and are marked as "R-Initiative Applied" by the deadline will be reviewed.

InfoReady Submission

PIs must submit their application to the Clemson InfoReady Research Portal (https://clemson.infoready4.com/) by 4:30 p.m. on October 21, 2024.

Proposals that do not comply with guidelines will be returned without review.

PROPOSAL PREPARATION

Cover Sheet Information
Enter the following information <u>into the InfoReady text fields</u>:
- Project title beginning with **CU MRI: [Proposal Title]**
- Name and college/department/school affiliations of the PI
- Center affiliations, if applicable
- Name and email address of departmental fiscal officer
- Total Division of Research (DoR) budget request amount
- Total cost share
- Total overall budget amount (DoR + cost share)
- Prior R-Initiative funding. If the PI has prior R-I funding awards, provide the year of funding and the initiative (e.g., 2020 CU Fellows) and the associated proposal processing number (PPN; found in InfoEd)
- Anticipated deliverables

Proposal
Submit the proposal in InfoReady as a <u>single PDF</u> using 12-point Times New Roman font, one-inch margins, single line spacing, and 8½ x 11-inch paper size. The PDF should include the following components:

A. Project Description [5 pages, inclusive of figures and charts]
- Identify the proposed piece of equipment.
- Describe the research, training, and proposal activities that will be possible upon acquisition of the equipment and those activities' 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 costs will be covered.
- Elaborate on whether similar equipment is currently available at Clemson. If so, justify the need for the new equipment.

B. Budget and Budget Justification [No limit]
- Provide the internal budget prepared by your college's Office of Sponsored Programs pre-award office. This budget will include cost share, if applicable. If cost share is included, provide a clear breakdown of the cost-share funds and sources. Specify each cost-share source/chart string.
- Provide a budget justification using the R-Initiative Budget Justification Template.
- Provide vendor quote(s) for the proposed equipment, including shipping and installation/familiarization costs.

C. Biosketch [Page limit determined by format]
Submit a biosketch for each PI, Co-PI, and senior personnel. Allowable formats include the R-Initiative Biosketch Template, NSF, or NIH.

D. Letter(s) of Support [No page limit]
Provide letter(s) of support from the director(s) of the center/facility that will house the equipment.

E. Documentation of Cost Share [No page limit]
Provide commitment emails or letters for the cost-share funds, if applicable.

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 will evaluate the proposals.

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; and include cost-share commitments.

AWARD INFORMATION

Funding Initiation and Close-Out
Funds will be available to PIs as individual project accounts and will be maintained and managed by the Division of Research and the PI's college business office. 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 Division of Research and, if applicable, those providing any matching funds. In the event the PI leaves Clemson during the

life of the project, unspent funds will be returned to the Division of Research, and the project will be closed.

Research Compliance Requirements
All applications selected for an award must receive the required approvals from the Office of Research Compliance before the award can be activated.

Reviewer Requirement
Awardees will be called upon to serve as relevant reviewers for future R-Initiative competitions.

Expenditure of Funds
Expenditure of award funds must follow state procurement guidelines. State money cannot be used for personal gain (i.e., books, recordings [CDs, DVDs, etc.]) from which the author receives ANY portion of funds directly.

Project Income Policy
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, Scholarship and Creative Endeavors and the Clemson University Research Foundation (CURF). All equipment purchased through CU-MRI becomes the property of Clemson University.

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

DELIVERABLES AND FINAL REPORT

The primary outcome of the CU-MRI R-Initiative is the purchase of a major piece of equipment valued at over $50,000. 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.

A final report must be submitted via the Clemson InfoReady Research Portal (https://clemson.infoready4.com/) within one year of the funding end date. The final report will be assigned to PIs via InfoReady two months before the end of the award period. Teams who fail to submit their final reports will be ineligible for future R-Initiative funding.

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

QUESTIONS

Questions about this opportunity should be directed to rifunds@clemson.edu.