



FY2018 Faculty Research Development Grant Program

Request for Proposals

Prairie View A&M University is dedicated to providing resources and support to their faculty in order to promote innovative research. This year, the traditional seed grant program (formerly known as Summer Research Mini-Grant Program) has been revised to allow for an early start date in the Spring of 2018 semester for grants, which will, as before, expire at the end of Summer 2018. The extended grant duration should allow grantees to collect strong preliminary data on their projects for submission of successful external grant applications.

Another new feature of the Faculty Research Development Grant Program is the use of standardized templates for application submission. On the Title Page, there are signature lines for the PI and the PI's Department Head. Please be sure to complete **ALL** items with enough time for your department head to review.

Eligibility:

1. All full-time, tenured or tenure-tracked PVAMU faculty are welcome to apply.
2. If you or your Co-PIs have been awarded a PVAMU mini-grant in FY2017, you are not eligible to apply for this year's program.
3. If you or your Co-PIs are currently funded by a multi-year grant, you are not eligible to apply for the 2018 program.

Instructions:

Before writing your proposal, please identify ***external funding agencies and specific solicitations*** that are aligned with your research goals.

The review committees will take into consideration the likelihood of success of your potential external grant application.

Standardized templates are to be used for the application process. The templates include:

--Title Page:

- There are signature lines for the **PI** and the **PI's Department Head**. Be sure to complete all items with enough time for your department head to review.

--Budget:

- The maximum budget request is \$20,000 and is to be used by August 31, 2018.
- A detailed budget is required, subject to the following limitations:
 - 1 month faculty salary or \$6,000 (whichever is less) for the PI only;
 - no more than \$2,000 for travel;
 - no more than \$2,000 for computer hardware.
- At least one student must be supported by the grant.
- The budget is a part of the application and therefore must be approved by the PI's department head (Signature on Title Page) prior to submission.

--Current & Pending Support:

- This page must be completed by the PI and any participating faculty.

--Proposal Abstract

--Proposal Description

Templates are not provided for the References Cited or the Biosketch page. Please see the detailed description of those sections and submit appropriate documentation.

DUE DATE

Proposals are due **November 28, 2017**. You must submit the proposals via email. Send a combined PDF tile to Resadmin@pvamu.edu by 5PM on November 28, 2017. Late applications will not be reviewed.

REVIEW

Each proposal will be reviewed by at least three faculty members.

If you would like to serve on a review committee, please send your CV to msgehring@pvamu.edu by November 30, 2017.

Guidelines for Submission of Research Proposals:

**Please use the templates provided.*

Cover Page* (Template Provided)

-Title of Research Project

-PI

-Co-Investigators

-PI Signature & Contact Information (Including Phone, Email, and College/Department/Center Name)

-Department Head Signature & Contact Information (Including Phone, Email, and College/Department/Center Name)

-Research Compliance:

Proposal Abstract* (Template Provided—Limited to One Page)

-Summary of the Proposed Project

-Justification/Plan to use the outcomes of this grant funding

-Name of external funding agency and solicitation/grant that will be pursued

Project Description (Template Provided—Limited to Three Pages)

-Background/Rationale of Project & Significance

Describe why this research is needed. What gap in knowledge does this project fulfill? Why should this project be done here at PVAMU? What is already being done in this field?

In the “Significance” section, discuss the significance of your proposed work. Explain how your plan will advance knowledge and understanding in your field or across different fields.

-Specific Aims/Objectives

Detail the aims/objectives of your project and be sure to identify milestones that will be used to measure progress. If working in the STEM disciplines, be sure to address the intellectual merit of the project in this section.

-Methods/Approach

Briefly discuss how you will carry out the proposed work. Be sure to clarify if the materials needed for the research are already available or if you will need to purchase/borrow them. Your approach should include a section that discusses how you plan to use the outcomes/results in publications/presentations.

-Research Capacity Building Potential

How well does your proposed plan contribute to future research, teaching, training, and/or learning. What may be the benefits of the proposed activity to students? Society? How does this project build research capacity at PVAMU? For STEM proposals, this section is similar to the Broader Impacts.

-Personnel

State how you and/or your team are uniquely qualified to carry out the proposed work. If your team has current funding, clarify how this support avoid overlapping with the current projects.

References Cited (No Page Limit)

Please list a full citation for all references used in the Abstract and/or Project Description. References should be uniformly formatted and include all authors, title, source and date.

Current & Pending Support (Template Provided)

Please list all internal and external funding (current, pending or expired) from 2012 to present. A template has been provided and requests you to list the PI, the funding agency, dates, amount, the role you played on the grant, the number of related publications/patents/other outcomes.

If you were a recipient of a Mini-Grant program in the past, please provide this in the Current and Pending Document. In addition, please list what grant proposals were submitted after the completion of your mini-grant.

Biosketch

We ask that you provide the PI and team’s biosketch in the format of the agency that you have identified on the Title Page as the key target sponsor. If the agency does not have a biosketch template, you may use the traditional NSF or NIH templates.

Budget (Template Provided)

Please use the template to identify the funding amounts for each key category (Personnel, Supplies, Travel, Equipment, Other). Limitations of expenditures include: 1 month faculty salary or \$6,000 (whichever is less) for the PI only; \$2,000 for travel; and \$2,000 for computer hardware. At least one student must be supported by the grant. The maximum budget request is \$20,000. You may request less, and you must justify your budget in less than one page. The Budget Justification should address each line item and detail how the funds will be used. A good rule of thumb, is the larger the amount, the more detail that is needed. ALL budgets must be approved by your Department Head, so please work early with your department in order to ensure that you will be able to submit the grant on time.