

Provost's Internal Funding Support Grant FY 2017-2018

PURPOSE: Provide monetary support up to \$10,000 for the pursuit of external funding. Funds are intended to

- generate preliminary data or activity that leads to external funding or expand the scope of a currently funded project
- enhance the competitiveness for resubmission of proposals considered highly meritorious but previously unfunded
- support cross-disciplinary teams of faculty in their efforts to prepare competitive proposals for multi-investigator grants
- positively impact teaching or student learning

Award recipients must articulate where and how this seed money will be directed in pursuit of external funding.

ELIGIBILITY: Applications will be accepted from tenured faculty, tenure-track faculty, and staff who have not been PI of a Provost's Internal Funding Support Grant in the previous three years.

AMOUNT OF AWARDS: Any amount up to \$10,000 (\$15,000 for multi-disciplinary proposals)

KEY DATES:	Fall	Spring
Application deadlines	Sunday, October 1, 2017	Thursday, February 1, 2018
Announcement of awards	November 1, 2017	April 1, 2018
Award period	January 1, 2018 – December 31, 2018	May 1, 2018, – April 30, 2019

REVIEW PROCESS: Members of the Sponsored Research Council will serve as the primary reviewers of proposals with a panel review facilitated by the Office of Research Administration. Proposals will be discussed and scored using the criteria below. The overall score for the proposal will be the average of all reviewer scores. The overall proposal scores and award recommendations will be tabulated by the panel and submitted to the Dean of the Graduate School and Research.

APPLICATION REQUIREMENTS:

1. A cover page with title, following the format attached
2. A 2-page biographical sketch or resume for each key person (following any format that details your relevant qualifications)
3. Project Narrative (maximum of 3 pages, singled spaced, minimum 10 pt. font)
 - Briefly describe your proposed project in the following order:
 - Purpose—Brief project description
 - Significance—How the research or project is significant in the field
 - Plan of Activities—Research or project plan, including a timeline for the 12 month project period. Timeline must account for compliance committee approval if research needs IRB/IACUC/IBC approval.
 - Expected Outcomes
 - Impact on teaching or student learning at WCU
 - Impact on specific funding opportunities you are considering OR how this funding will help to expand the scope of a currently funded project. Include specific examples of targeted external opportunities or agencies and their deadlines.
 - *NOTE: References are not required but may be included and do not count against the 3-page limit.*
4. Budget (please use attached template and expand as needed). No page limit.
 - *NOTE: The funds may not be used to support faculty stipends*

- Budget period is 12 months. No extensions will be granted.
- Projects that include research requiring compliance committee approvals (IRB, IACUC, IBC) will be required to obtain approvals if awarded. Protocol must be approved before funds for those expenses are released.

5. Documentation of approval from Department Head/Unit Director

REPORTING REQUIREMENTS: A report of expenditures, activity, and outcomes will be required at the end of each semester for 12 months. Recipients will be encouraged to present results to a campus audience.

SUBMIT APPLICATION PACKAGE AS ONE PDF DOCUMENT TO: Office of Research Administration
Andrea Moshier, Director of Sponsored Research
Email: amoshier@email.wcu.edu

QUESTIONS OR MORE INFORMATION: Office of Research Administration
Alison Krauss, Grant Services Coordinator
Email: alkrauss@email.wcu.edu
Phone: 828-227-2575

SCORING CRITERIA: Scoring will be based upon the following five criteria:

1. Significance of the research or project: How important is the project? Will others in the field find it important?
2. Quality of research or project plan: Are the researchers using the appropriate methods? Is a detailed plan presented for performing the study, collecting data, data analysis, and interpretation of results? Are any components missing?
3. Expected outcomes and direct impact on WCU. Describe the expected results of the research or project and how the outcome will directly enhance WCU. Will students be educated in the process of completing this project? Will faculty and/or students present results at conferences or performances? Will journal articles be written? Is appropriate funding in the budget to support these activities?
4. Impact on acquiring / enhancing external funding. Will the research or project provide preliminary data or outcomes needed to be competitive in the pursuit of external funding? What specific funding source(s) is targeted? If external funds are obtained, what impact will this have on WCU (indirect benefit)?
5. Qualifications of the investigators, partnerships, and facilities: Are the researchers qualified to perform the proposed research or project? Are additional collaborators needed? Are appropriate facilities and laboratory equipment available to complete the work?

COVER PAGE

Provost's Internal Support Grant Proposal

Project Title:

Key Personnel:

(Name, Department, Role)

Suggested Reviewer:

(Name, Department, Role)

I certify that I have not been the PI of a Provost's Internal Grant in the last three years.

Principal Investigator Signature:

Department Head Approval:

(Electronic signature will suffice.)

Checklist

- Cover page
- Proposal (3 page maximum)
- Biographical sketch for each key person, 2 page maximum for each person
(Templates available on request.)
- References (optional, no page limit)
- Letters of collaboration from external partners (optional)

Please note: Omitting components, or exceeding page limits, may cause your proposal to be returned without review.

BUDGET (Edit and expand as needed.)

Budget Category	Amount Requested
Student Support	
Travel	
Materials and Supplies	
Equipment	
Other	
Total	

Budget Justification

Student Support
Travel
Materials and Supplies
Equipment
Other