



# GENERAL GUIDELINES FOR GRANT PROPOSALS TO THE DIVISION OF SCIENCE AND RESEARCH

The division provides an array of funding programs and opportunities to West Virginia researchers. While specific, required information is detailed in the announcement/request for proposals for each program or competition, a general set of guidelines cuts across all the division's initiatives. While no one project is expected to contain all aspects, proposals should address as many of the following areas of emphasis as possible:

- Collaborations among projects, institutions or principal investigators
- Linkages between researchers at primarily undergraduate institutions and the two research institutions (Marshall University and West Virginia University)
- Linkages with K-12 schools, teachers and students
- Involving students in research
- Targeting Appalachian, African-American, Native-American, Hispanic, female or other under represented or underserved student populations in STEM (science, technology, engineering and mathematics) fields
- Proposals from or that partner with Historically Black Colleges or Universities (HBCU's)
- Proposals that clearly articulate a potentially broad impact to the state's citizenry
- Proposals that clearly articulate a potential scientific breakthrough, or that are otherwise cutting-edge or transformative in their expected outcome(s)
- Proposals that support high-risk, high-reward research in areas of critical state and national need
- Research proposals that have potential for commercial products, licensing, patenting and job creation
- Proposals that support a technically trained and scientifically literate workforce

## *You should also know:*

- All programs are competitive.
- All proposals will be peer reviewed externally by qualified fellow scientists.
- All grant projects will be evaluated.
- All grants require rigorous reporting and accountability for funding.
- All grants are cost-reimbursable or require advance performance measures.
- All multi-year grant awards require annual progress reporting and renewal measures.
- All grant projects require a final report that clearly states outcomes.
- All grant awards are monitored for adherence to grant conditions.
- All grant awards are made subject to the availability of funds provided by the state or federal agencies.
- All significant modifications to grant awards must be approved in advance.
- All grant awards result in a binding contractual agreement that may include additional terms and conditions.
- All grant awards limit direct support to U.S. citizens or permanent residents (students and faculty.)

grant

guidelines

