

FY 2014 PROGRAM ANNOUNCEMENT PUI.2014.WV.04 and Request for Proposals

PUI/CTC RESEARCH INCUBATOR GRANTS PROGRAM

To foster stronger research and collaboration among primarily undergraduate institutions (PUIs) and community and technical colleges (CTCs) within the RII themes of bionanotechnology, biology and biotechnology.

Proposal Due Date: 18 October 2013

Summary of Program Requirements

- Program Title: PUI/CTC Research Incubator Grant
- Program Officer: Jan R. Taylor, Ph.D., Director
Division of Science & Research (DSR)
West Virginia Higher Education Policy Commission
jan.taylor@wvresearch.org, 304.558.4128 x 3
- **Eligibility:** Full-time STEM faculty from primarily undergraduate institutions (PUIs) and/or community and technical colleges (CTCs) are eligible. Faculty from West Virginia University, Marshall University and West Virginia State University are not eligible.
- **Limit on number of proposals:** None

2014

Incubator

Award Information

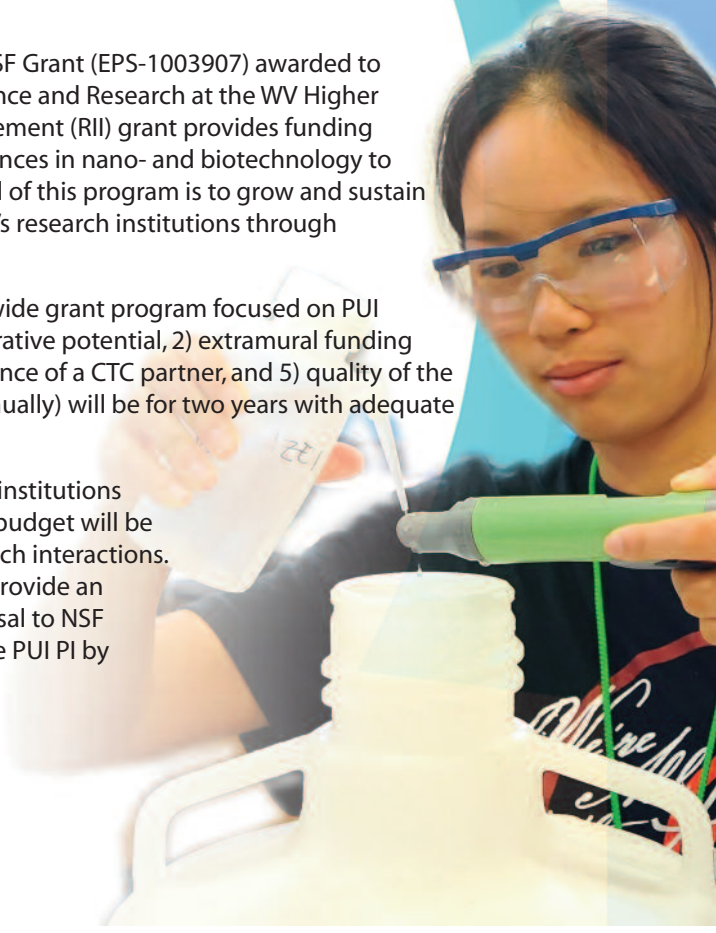
- **Anticipated Type of Award:** Continuing
- **Estimated Number of Awards:** 2
- **Anticipated Funding Available:** \$150,000 for FY14
- **Limit on funding per award:** \$62,500,000
- **Cost sharing required:** 10% cash or in-kind

Program Description

The PUI/CTC Research Incubator program is funded through an NSF Grant (EPS-1003907) awarded to the WVEPSCoR program which is managed by the Division of Science and Research at the WV Higher Education Policy Commission. The Research Infrastructure Improvement (RII) grant provides funding to PUI and/or CTC faculty to enhance student training and experiences in nano- and biotechnology to build the workforce in these developing fields. The long-term goal of this program is to grow and sustain statewide research collaborations between the PUIs/CTCs and WV's research institutions through extramural research and education grants.

The RII-supported PUI/CTC Research Incubator Program is a statewide grant program focused on PUI researchers and CTC partners. Awards will be based on: 1) collaborative potential, 2) extramural funding potential, 3) match with RII technical or educational goals, 4) presence of a CTC partner, and 5) quality of the research/education plan. Each Incubator Grant (up to \$62,500 annually) will be for two years with adequate progress in Year One.

The PUI applicant and an RII faculty member from one of the lead institutions (WVU, MU, WVSU) must collaborate. In addition, 10% of the Year 1 budget will be allocated to the senior collaborator to encourage "two-way" research interactions. However, requirement to collaborate will be optional in Year 2 to provide an opportunity for the PUI PI to gain autonomy. An extramural proposal to NSF or another federal agency or foundation must be submitted by the PUI PI by



the end of the 18th month of the grant period. RII faculty members are listed with their research interests on the DSR website at: <http://www.wvresearch.org/wp-content/uploads/2013/04/WV-EPSCoR-RII-participants.pdf>. If you already collaborate with an RII participant at one of these schools, you may continue to collaborate with them for purposes of this grant program.

Application

Proposals must be submitted via the Grant Opportunity (GO!) system (<https://www.wvresearch.org/data/go/login.php>). To apply, you must be registered as a GO! user. If you are not currently registered, go to the login page and click on Register for Access. Choose a user name and password. We request that you provide contact data by clicking on the Basic Data tab and demographic data by clicking the Demographics tab. You also must upload your NSF-style biographical sketch in the tab labeled Biographic. You can find information on creating an NSF-style bio at: http://www.nsf.gov/pubs/policydocs/pappguide/nsf13001/gpg_2.jsp#IC2f. Please add a section (f) to the NSF-style bio that lists your funding history for the last five years. List the following for each proposal submitted over that time period: agency, title, brief description of research goal, budget amount, and status (active, declined, pending).

A PDF help document for the GO! system is available by clicking the Help link at the upper right corner of the page.

Submitting an application: Log in to your account and select Add a New Proposal from the GO! dashboard. Select PUI/CTC Incubator from the list of open RFPs. Enter the title of your proposal.

The entire proposal including the Project Summary and Project Description should be uploaded as a single word processing or pdf document using the upload function on the first web page of the application. Use a readable font such as 10-point Arial or 12-point Times Roman and number your proposal consecutively from the Project Summary through the Budget Justification.

1. Project Summary: Please provide a one-page summary of your proposal that includes brief, labeled paragraphs describing Scientific Merit and Broader Impacts.

2. Project Description: The Project Description is limited to 10 pages and should address the following:

- 2.1. Specific goals and objectives of your research (1/2 page recommended)
- 2.2. Background and significance (1-2 pages recommended)
- 2.3. Any preliminary studies (1-3 pages recommended)
- 2.4. Research Design and Methods (4-6 pages recommended)
 - 2.4.1. Rationale
 - 2.4.2. Experimental Design
 - 2.4.3. Anticipated results
 - 2.4.4. Potential obstacles and alternative solutions
 - 2.4.5. Information on collaborator and their expertise and role in your proposal
- 2.5. Broader impacts that are associated with your research (1 page recommended)
- 2.6. Applicants are required to provide information regarding their plans for eventual NSF grant submissions (as PI or bona fide collaborator with salary support). Identify the directorate/program area and the sub-organization (if appropriate) for your grant, and the name of the program officer. Provide plans to discuss the project with the NSF or other agency program officer. Proposals lacking this information will not be accepted for review (1/2 page recommended).

3. Budget Justification: Provide a budget justification not exceeding one page at the end of the Project Description. This is in addition to the 10 page limit of the Project Description.

4. Budget: Identify institution or other cost-sharing provided. The budget spreadsheet can be downloaded from GO! on the Attachments tab associated with this announcement. When you have completed your budget, upload it to GO! using the upload function on the Attachments tab. If you need to make changes to the budget, upload a new budget sheet which will replace the original upload. You may make changes until the close of the application period.

The budget may include summer salary for the PI, salary for students, equipment under \$1K, supplies, publication fees and other costs directly associated with performance of the research project. Budget funds to allow for travel to Marshall University twice a year to meet with program coordinator and collaborators. These meetings will be day-long events (10 AM -5PM) so include overnight accommodations as appropriate. Computers, tuition or other student fees may not be paid from these funds. Indirect costs are not allowed.

The PI may budget up to \$62,500 of grant funds and \$6,250 of cost share for his/her research program. The WVEPSCoR program is providing another \$6,250 in cost share which will be used to fund the RII collaborator. The RII collaborator

may use these funds for travel to the PUI, research supplies or staff/student salary, but not for his/her own salary. The RII collaborator should prepare a budget for the \$6,250 and the PI should include that budget with his/her own proposal budget.

Additional funding is available for a second year where progress is clearly demonstrated (e.g., publications) and extramural grant submissions are dependent upon such funding. Year two funds are also limited to \$62,500. Year two funding will be decided on the basis of the annual report (both narrative and financial) and proposed budget with justification for year two.

Review and Award Procedures

Proposals will be reviewed by scientists external to the institutions of the applicants. The review should be completed within 4 weeks of the submission deadline. Proposals will be scored on a number of criteria including:

Leverage – are the results likely to lead to external funding?

Successful results – will the project advance the scientific field?

Qualifications – are the PI and collaborator qualified to perform the proposed research?

Significance – is the research question important?

Collaboration – are RII researchers included as collaborators? Is a CTC faculty member included?

RII technical or educational goals – does the proposed research align with RII work?

Faculty members who have not yet been successful with external grants will have priority. Faculty who have existing grants are eligible, but must explain why he/she is not considered already competitive.

PI's are encouraged to seek grantsmanship advice, pre-submission reviews, and other guidance from this program during all phases of the grant preparation. A proposal must be submitted to NSF or another federal agency or foundation no later than 18 months after award.

Principal Investigator Responsibilities: Typically, PIs and collaborators will meet bi-monthly (6 meetings per year) basis to review progress. Most of these meetings will be via teleconference or other remote conferencing means, but awardees should plan to physically meet as a group on a semi-annual basis. Travel funds for this meeting should be incorporated into the budget request as a separate line item. This meeting is meant to foster a free exchange of ideas regarding each project as well as facilitate timely submission of extramural grants. Publications stemming from this program should cite the RII grant (NSF EPS1003907) as a source of support. The PI and any students receiving salary must complete training that satisfies the NSF Responsible Conduct of Research requirement. For more information, see http://www.nsf.gov/pubs/policydocs/pappguide/nsf13001/aag_4.jsp#IVB

Award Administration Information

Notification of awards will be made to the submitting PI and to the submitting organization. PIs of declined proposals will be advised as promptly as possible. Copies of review comments will be provided automatically to the Principal Investigator.

Reporting Requirements

All recipients of DSR funding are expected to report annually. Awardees should submit the annual report no later than 60 days before the end of the performance period by uploading the report in GO! Recipients are expected to summarize the impact and results of the award, expenditures, significant insights, numbers of students served, secondary or advanced proposals to federal, private, or state programs and overall success of the research funded by the award.

Contact Information

For technical assistance or for other questions about GO!, please contact **Jack Smith**, Cyberinfrastructure Coordinator jack.smith@wvresearch.org | 304.558.4128 x.8. For programmatic questions, please use the contact information provided below.

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