



# Instrumentation Grants Program

For the improvement of undergraduate science, technology, engineering and mathematics (STEM) education in West Virginia

## Program Announcement

Instrumentation Grant FY'25 (11/2024 - 04/2025)

## Proposal Deadline

October 1, 2024 by 5 p.m.

### Eligibility

**Organization:** Primarily undergraduate colleges and universities (PUIs) in West Virginia. Faculty from West Virginia University and Marshall University are ineligible; however, proposals will be accepted from branch campuses of these universities.

**Principal Investigator (PI) Eligibility:** Full-time faculty from four-year PUIs in West Virginia. PIs who have received instrumentation awards in the two prior years are only eligible to receive an award in this competition as a supplement to a National Science Foundation (NSF) funded project.

**Limit on Proposals:** No institution may submit more than one (1) instrumentation proposal per year.

### Program Description

The Instrumentation Grants Program is administered by STaR Division: Science, Technology & Research (STaR) at the West Virginia Higher Education Policy Commission (Commission). The purpose of these grants is to encourage undergraduate students in West Virginia to continue careers in STEM by increasing their exposure to scientific instrumentation. Instrumentation Grants provide for the purchase of modern instruments for advanced undergraduate laboratories and encourage the submission of related proposals to NSF and other federal agencies. The instruments should be used primarily for instructional purposes, but may also be used to enhance faculty research programs that actively include undergraduates as primary participants. Faculty are strongly encouraged to utilize STaR support as a foundation for more advanced and competitive proposals.

### Award Information

**Type of Award:** Cost Reimbursable

**Anticipated Award Date:** November 30, 2024

**Award Period:** 6 months

**Estimated Number of Awards:** 5

**Maximum Funding per Award:** \$20,000

**Anticipated Total Funding:** \$100,000

**Cost Share Requirement:** None

Proposals in any STEM field will be considered. No institution may submit more than two (2) proposals in one year. Investigators who received Instrumentation awards in the prior two years are only eligible to receive an award in this competition as a supplement to an NSF funded project. Investigators who have not received an Instrumentation award in the last two years may propose a direct award of up to \$20,000 from STaR or use the funds as a supplement to an NSF award. Proposals from Marshall University or West Virginia University's main campuses will not be considered. However, proposals from university branch campuses are eligible.

## Application

Competition for funds is strong, and STaR receives far more proposals than can be supported. Proposals must be submitted via the Grant Opportunity (GO!) system. Instructions will be posted to our website.

**Project Summary:** Provide a 250 word description of your project

**Project Description:** Proposals should contain the following information and should not exceed 800 words.

- Current situation in the institution, the students served, and the department.
- Type of instrument(s) to be purchased; expected cost; and name(s) of faculty members(s) who will
- Who will use the instrument(s) and how often.
- What the instrument(s) will enable undergraduate students to do that is not possible without the instrument(s)
- Number of students who will benefit from the purchase of the instrument(s).
- Whether special facilities (i.e., extra electrical power outlets, air conditioned rooms, structural supports will be needed to make full use of instrument(s) and, if so, whether such facilities are currently available or attainable.
- Whether other equipment will be needed to make full use of the instrument(s) and, if so, whether such equipment is currently available, or how it will be obtained.
- In academic courses, how the instrument(s) will be integrated into the curriculum and (in a brief statement) the anticipated benefits.
- If the instrument(s) are to be used for research, what is the designated project, role of the undergraduate(s), and the long-term benefits of the project?
- Plans to seek alternative sources of support for the project.
- How will instrument(s) benefit the professional career growth of the faculty involved?

*NOTE: The entire proposal including the Project Summary and Project Description should be uploaded as a single word processing or PDF document.*

**Budget:** Show equipment costs and cost sharing from the institution (if applicable). Identify institution or other cost sharing provided (cost sharing is not required). A budget spreadsheet template can be downloaded from GO! until the close of the application period.

Vendor quotes should be submitted if available. If you have multiple vendor quotes, please combine them into one Word or PDF file or zip them into a single file before uploading.

**Cost Sharing:** No cost sharing is required. However, STaR will consider the positive impact of leveraging internal and external support in the overall consideration of each proposal.

**Indirect Cost Limitations:** Overhead costs are not allowed.

**Other Budgetary Limitations:** Grants may be used only to purchase scientific instruments. No funds may be used for operating expenses, expendables, or service contracts. No awards will be made for teaching aids such as projectors or computer software. No awards will be made for personal computers which are not linked to or critical for the operation of laboratory equipment. Instruments must be purchased and received no later than 6 months after awards are issued. Instruments should be ordered soon after the Instrumentation Grant is awarded so that delivery can be accomplished prior to the 6-month deadline.

## Review and Award Procedures

The primary selection procedures will be the extent to which the instrument(s) requested will improve undergraduate science and engineering education in West Virginia. Plans to obtain alternative sources of support for the project and faculty professional development will also be weighed in evaluation of the proposal. Review typically take 4-6 weeks to complete.

Notification of awards will be made to the submitting PI and submitting organization. PIs whose proposals are declined will be advised as promptly as possible. Copies of review comments may be requested by the Principal Investigator.

## Reporting Requirements

All recipients of STaR funding are required to provide a written report to STaR after the end of the grant period. Recipients are expected to summarize the impact and outcomes of the award, final expenditures, significant insights, numbers of students served, secondary or advanced proposals to other programs other federal, private, or state programs, and overall success of the award. The report is due 60 days after the grant ending date must be filed using the GO! system reporting function. The final invoice is due June 15, 2025. Requests for extensions are not allowed. Late invoices risk being rejected since funding expires at the close of the fiscal year.

*For questions, please contact:*

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