

Office of Research Development and Administration INTERDISCIPLINARY RESEARCH SEED GRANT APPLICATION <i>Follow instructions carefully.</i>	LEAVE BLANK - FOR ORDA USE ONLY.
	Date Received: _____ Review Group: _____
	Action of Research Committee: Date: _____ ____ Approved/Funded ____ Directed Revise & Resubmit ____ Approved/Not Funded ____ Not Recommended for Funding

1. TITLE OF PROPOSED PROJECT

This proposal contains proprietary or confidential information that may be subject to a University Invention Disclosure.

2. INTERDISCIPLINARY RESEARCH AREA: Materials Biotechnology Neuroscience/Cognitive Science Energy Delta Region

a. PI/PD #1 Name (First, M.I., Last)/TITLE/DEPARTMENT	e. PI/PD #3 Name (First, M.I., Last)/TITLE/DEPARTMENT
b. PHONE/E-MAIL ADDRESS	f. PHONE/E-MAIL ADDRESS
c. PI/PD #2 Name (First, M.I., Last)/TITLE/DEPARTMENT	g. PI/PD #4 Name (First, M.I., Last)/TITLE/DEPARTMENT
d. PHONE/E-MAIL ADDRESS	h. PHONE/E-MAIL ADDRESS

4. INSTITUTIONAL APPROVAL: If project involves any of these compliance areas you must apply to the appropriate Committee for approval **prior to** the proposal being reviewed by the Interdisciplinary Research Seed Grant Program.

a. HUMAN SUBJECTS <input type="checkbox"/> No <input type="checkbox"/> Yes, Approved? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Pending _____ Date Submitted	b. VERTEBRATE ANIMALS <input type="checkbox"/> No <input type="checkbox"/> Yes, Approved? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Pending _____ Date Submitted	c. RADIOLOGICAL CONTROL <input type="checkbox"/> No <input type="checkbox"/> Yes, Approved? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Pending _____ Date Submitted	d. BIOLOGICAL HAZARD <input type="checkbox"/> No <input type="checkbox"/> Yes, Approved? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Pending _____ Date Submitted
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5. DATES OF PROPOSED PERIOD OF SUPPORT From _____ Through _____	6. FUNDS REQUESTED FOR PROPOSED PERIOD OF SUPPORT \$ _____
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7. WILL YOU BE ON SABBATICAL LEAVE ANY TIME DURING THE PROPOSED FUNDING PERIOD? Yes No

9. HAS THIS PROPOSAL BEEN SUBMITTED TO AN EXTERNAL FUNDING AGENCY? Yes No

10. DATE AND AGENCY OF LAST EXTERNAL GRANT SUBMITTED/AWARDED (if applicable)
 Submitted Awarded Rejected

11. DATE AND TYPE OF LAST **ORDA** GRANT (if applicable)

I understand that Committee approval of the project does not necessarily ensure funding of the proposed activity. Financial support of the project is contingent upon Committee evaluation and the availability of research funds. I also understand that fiscal support for the project will be allocated by the Office of Research Development and Administration.

SIGNATURES/DATE	
PI/PD #1	PI/PD #2
PI/PD #3	PI/PD #4
CHAIR/OTHER SUPERVISOR	CHAIR/OTHER SUPERVISOR
CHAIR/OTHER SUPERVISOR	CHAIR/OTHER SUPERVISOR
DEAN/OTHER SUPERVISOR	DEAN/OTHER SUPERVISOR
DEAN/OTHER SUPERVISOR	DEAN/OTHER SUPERVISOR

II. INTRODUCTORY INFORMATION

A. Project Summary/Abstract - A clear, concise description of the goals, methods, and anticipated outcomes of the proposed project. Remember: an abstract is a *summary* of essential ideas *drawn from* a larger text (it is not an introduction to that text). **Maximum 200 words.**

B. Significance and Impact - Explain the significance and impact of the proposed project as it contributes to the advancement of learning, to the enrichment of our cultural and aesthetic heritage, and/or to the public welfare. Remember, your proposal is being read and evaluated by a **multi-disciplinary review committee**, not by specialists in your field. **Maximum 200 words.**

BUDGET
OFFICE OF RESEARCH DEVELOPMENT AND ADMINISTRATION
INTERDISCIPLINARY RESEARCH SEED GRANT PROGRAM

PIs/PDs	DEPARTMENTS	ORDA AWARD Number (for office use only)	
		FUNDS REQUESTED	FUNDS APPROVED BY ORDA (If different) <i>For ORDA use only</i>
A. Salaries		\$	\$
** 1. P.I./P.D. (Please state below which PI/PD(s) are requesting Summer Salary and for what time period, total request not to exceed \$7,000)			
2. Graduate Student (state percentage of time and how many months, not to exceed 12 months @ 50%)		\$	\$
B. Wages		\$	\$
1. _ Student Worker(s)			
Total Salaries and Wages		\$	\$
C. Nonexpendable Equipment			
D. Commodities (Materials and Supplies)			
E. Travel (to research location(s) only)			
F. Contractual Services			
G. Automotive (rental of University vehicle or transit tickets)			
TOTAL		\$	\$

OVCR/ORDA

INTERDISCIPLINARY RESEARCH SEED GRANT PROGRAM

(for projects to begin no earlier than July 1, 2009, and end no later than June 30, 2011)

DEADLINE for receipt of applications: **4:30 pm, Monday, May 18, 2009**

IMPORTANT: APPLICATIONS THAT DO NOT MEET ALL THE CRITERIA AND REQUIREMENTS AS SET FORTH BELOW, INCLUDING FORMATTING INSTRUCTIONS, WILL BE RETURNED WITHOUT REVIEW

The Offices of the Vice Chancellor for Research and Research Development and Administration announce the third seed grant program for **interdisciplinary research**. Proposals will be accepted in the following areas:

- Materials (including nanotechnology)**
- Biotechnology (including human health and nutrition)**
- Neuroscience/cognitive science**
- Energy**
- Delta Region studies**

PURPOSE: The purpose of the **INTERDISCIPLINARY RESEARCH SEED GRANT PROGRAM** is to encourage and support faculty interested in **initiating new, long-term** programs of collaborative interdisciplinary research. Because “interdisciplinary” is defined as “involving two or more academic disciplines that are usually considered distinct,” proposals should involve multiple departments, colleges, centers, and/or SIU campuses. They must also have strong potential to attract external funding. Proposals from existing interdisciplinary programs or centers must carefully explain how their efforts represent new initiatives, and how they will lead to external funding that existing programs cannot access. Staff at the rank of Scientist or Researcher can be co-Principal Investigator (PI), but not lead PI.

ELIGIBILITY: Full-time tenured or tenure-track faculty members on continuing appointment are eligible to apply. Applicants must have full/published profiles in Community of Science (COS; see www.cos.com). No applicant can have received funding through the Faculty Seed Grant Program within the last 24 months.

TYPES OF SUPPORT: Grants provide a maximum of \$30,000 per year for up to 24 months in the following categories:

- Equipment
- Other-Than-Salaries (commodities, contractual services, travel)
- One graduate assistantship per year
- Student worker wages
- Summer salary up to a total of \$7000 per year. (Note: this is a total, not per PI, and includes fringe benefits.)

GRANT CONDITIONS:

- Awardees will be required to submit a proposal, related to their interdisciplinary seed grant topic, to an extramural funding source no more than 6 months after the award period ends. Failure to submit a proposal within this period will jeopardize access to further internal funds administered by OVCR/ORDA.
- Grants provide up to \$60,000 for up to 24 months (maximum \$30,000 per year) of funding. No extensions will be allowed.
- A final report is due to the OVCR within 6 months after the termination of the grant period. See below for Final Report Guidelines.

REVIEW PROCESS: Proposals for the **INTERDISCIPLINARY RESEARCH SEED GRANT PROGRAM** are awarded by a competitive review process. Proposals are reviewed by one or more ad hoc advisory committees selected by the Vice Chancellor for Research and Associate Vice Chancellor for Research. External reviews may be solicited.

PRIORITIZATION: Because the primary purpose of these grants is to act as **seed** funding for extramurally supported activities, awards will be given only to those proposals that are judged to represent the beginning of a sound, significant, and long-term program, AND to have solid potential for attracting external funding. OVCR/ORDA may choose not to make any awards if the proposals are not highly evaluated.

GENERAL GUIDELINES FOR PROPOSAL PREPARATION

1. **Proposals (all copies) must be received in ORDA by 4:30 pm, Monday, May 18, 2009.**
2. Submit **one (1) original and ten (10) copies** of all application materials, properly collated and clipped.
3. The format below is **required** for the preparation of proposals.
4. **Pagination:** All pages of the application must be consecutively numbered, beginning with the cover sheet. Each major section of the proposal, identified by roman numerals, should begin a separate sheet but continue the page numbering from before. It is the responsibility of the Principal Investigator/Project Director (PI/PD) to make sure that there are no missing pages in the original or copies.
5. **Spacing:** Section IV, the project description, must be **double-spaced** and cannot exceed **twelve (12) pages**.
6. The type must be **clear, readily legible**, and of **standard size** (12 or larger) and **font** (e.g., Times Roman, Courier, etc.). Margins must be one inch on all sides.
7. If the proposal discloses information that is, or may be, subject to a University Invention Disclosure or otherwise contains proprietary or confidential information, it should be so noted on the cover page of the proposal. Each subsequent page with proprietary and confidential information should be marked "confidential."

PROPOSAL FORMAT

I. **COVER PAGE:** Use the cover page provided herein as **page 1**. All research must be conducted in compliance with all applicable federal and University policies and regulations. If the proposed project will involve human subjects, vertebrate animals, or hazardous materials, an approval letter or abstract (if pending) from the cognizant campus compliance committee must be submitted with the proposal as an appendix. **Funds will not be released until notice of such approval is received in ORDA.** To locate application forms, see "Compliances" on the ORDA web site.

Please do not submit support letters from your department chair, dean, or other supervisor (unless for equipment maintenance, see below.) Only their signatures are required.

II. INTRODUCTORY INFORMATION (use form provided as page 2)

- A. **Project Description/Abstract** – A clear, concise description of the goals, methods, and anticipated outcomes of the proposed project. Remember: an abstract is a *summary* of essential ideas *drawn from* a larger text (it is not an introduction to that text). **Maximum 200 words.**
- B. **Significance and Impact** – Explain the significance and impact of the interdisciplinary approach described in the proposed project as it will contribute to the advancement of learning and/or to the public welfare. **Maximum 200 words.**

III. **ITEMIZED BUDGET AND JUSTIFICATION:** Use the budget form provided as **page 3**. Provide a separate budget sheet for each year funding is requested, and, if two years are requested, a third summary sheet combining the two. For justification, see instructions on page 7. The budget justification should be **two pages** maximum (single-spaced), and should follow the budget page(s).

IV. **PROJECT DESCRIPTION:** Beginning on a separate page, the main body of the proposal should be a clear statement of the work to be undertaken. **Maximum 12 double-spaced pages.** It should be organized and labeled into the following sections:

- A. Objective(s) - state clearly the research problem/question/concept that will be addressed during the period of the proposed project, and the necessity for an interdisciplinary approach to it.
- B. Background and context – describe the relation of the proposed project to the present state of knowledge in the field. Include, as appropriate, a review of pertinent literature or ideas on the subject. This section should make it clear why the proposed project needs to be undertaken to fill a gap in knowledge.
- C. Methods/procedures/materials – Describe in clear and understandable terms the plan of work, as it will be undertaken to achieve the stated objectives. This statement should include (as appropriate):
 - hypotheses to be tested or concepts to be explored;
 - procedures for data-gathering or project development, including sample design and size; descriptions of the type and suitability of statistical analyses;
 - clear statements of the activities of all personnel (PI/PD and students, if funding is requested for student support);
 - descriptions/identifications of essential equipment, commodities, software, etc., and its availability; if such items need to be purchased, provide pertinent data in the budget justification (section III);
 - necessary visual materials, such as charts, maps, photographs, slides.
- **NOTE: One of the most common reasons proposals are rejected is because the PI/PD did not explain exactly what s/he is going to do. Concentrate your efforts on this section.**
- D. Timeline – an outline, month by month, of the activities to be carried out during the 12 to 24 months of funding for the proposed project. Include activities of any requested GA(s) and student workers as well as PI/PDs.
- E. Outcome – What is the anticipated final “product” of the proposed project?
- F. Significance and impact – Explain the significance and impact of the interdisciplinary approach described in the proposed project (1) as it contributes to the advancement of learning and/or to the public welfare; (2) how it is innovative or how it differs from similar approaches that are a proven success; and (3) how it will lay the groundwork for success in external funding.
- G. Personnel – **List** all SIU personnel involved in the project with their departmental affiliations. If this project is being carried out in cooperation with agencies or educational institutions outside SIU, please state the nature and extent of the cooperation.

V. **PI/PD’s FUNDING SUPPORT:** Beginning on a separate page for each PI/PD, provide the following information by source, title, date(s), and amount:

- A. Prior Internal – all internal (from SIUC) grants **received** during the past five years.
- B. Prior External – List all externally funded grants **applied for** and **received** from federal, state, industry, foundation, or other sources over the past five years.

VI. **FUTURE FUNDING:** The purpose of the **INTERDISCIPLINARY RESEARCH SEED GRANT PROGRAM** is to assist the investigators in establishing a long-term **program of externally funded** interdisciplinary research. Identify external sources that fund this type of project; describe in detail your plans to submit a proposal(s) to these agencies, and how OVCR/ORDA funding will increase your chances of success. Remember that a proposal must be submitted for external funding within 6 months of the project termination date.

VII. **REFERENCES CITED:** Beginning on a separate page, list all sources of information, published or unpublished (e.g., manuscripts, websites, personal communications), cited in the text. Check carefully to see that citations agree and that none are missing.

VIII. **CURRICULUM VITAE of all PI/PDs:** Begin each on a separate page; not to exceed **two single-spaced pages** for each. Include education and degree dates, current department and rank, date of employment at SIUC, research area/interests, and related professional experience (including dates). List publications, presentations, exhibits, performances, etc., that relate to the proposed activities and to the external support listed above.

IX. **APPENDICES:** The only supplemental materials accepted as appendices are: (1) letter(s) from SIUC compliance committee(s); (2) non-standardized questionnaire or survey instruments to be used in the proposed project; (3) tear sheets or specifications about requested equipment.

BUDGET AND JUSTIFICATION

EQUIPMENT: Equipment for this application is defined as one piece of equipment (or a number of pieces of equipment that function as a unified system) having a life expectancy of at least two years. Clearly justify need in terms of project objectives and methods/materials (sections IVA and IVC, above). Provide specific information on technical requirements and capabilities, vendor, model number, and unit cost. Regardless of the cost of the item, ORDA will fund only up to \$30,000; no installation, maintenance, warranty, or insurance expenses may be paid from this award.

Equipment requests **must be accompanied by a letter from the PI/PD's chair/director/dean** indicating a commitment to support the operation and maintenance of the requested equipment; extra consideration may be given to requests in which the equipment purchase is cost-shared by the college/department/center. Computer purchases will be allowable **only** if their specific **research/creative** applications are clearly explained and justified, and cannot be performed on existing equipment.

Purchase of computers strictly for word-processing, instructional, or administrative purposes is disallowed.

SUMMER SALARY: A total of up to \$7,000 per year may be requested in salary for the PI/PD(s). Note that this is not per individual PI/PD: salaries for multiple individuals may be requested, but the total cannot exceed \$7,000.

SALARIES FOR GRADUATE ASSISTANTS: Graduate student assistants should be requested and justified for 3 (summer only), 4.5 (one semester), 9, or 12 months per year, and may be appointed at 25% or 50% time. Assistantships vary in cost by college; see www.siu.edu/orда/rates/graduate.html.

WAGES FOR STUDENT WORKERS: Justify the number of hours per week (maximum of 20 hours) and the number of weeks needed. Student worker wages are \$7.75/hour as of July 2008, and will rise to \$8.00/hour on July 1, 2009.

COMMODITIES/SUPPLIES: List major items/categories and their cost separately, and explain why they are necessary for the project. Note that computer software is considered contractual services rather than commodities/supplies.

TRAVEL: Travel in this grant program is for travel to (and at) research sites/collections by University employees **ONLY**. Do not request money to attend professional conferences or to present papers, exhibits, or posters. Clearly explain the need for the travel. University vehicle rental may be requested, provided the trips are essential to the research project and not for travel to meetings.

CONTRACTUAL SERVICES: Include services such as postage, photocopying, campus research facilities use, etc. Note that computer software is considered as contractual services by the university. Funds for consultants, subject payments, telephone/fax charges, and publication costs (e.g., page charges, offprint purchase) will not normally be provided.

FINAL REPORT GUIDELINES

Recipients of **INTERDISCIPLINARY RESEARCH SEED GRANTS** are required to submit to ORDA a final report within six (6) months of completion of the funding period. Reports should be prepared using standard font and size (12 point or larger), with one-inch margins.

Final reports consist of the following:

- A final-report cover sheet (may be downloaded from the web) with all required signatures and the text of the abstract of your original proposal.

- A four-page, double-spaced text using the following headings:
 - **Summary:** summarize the results, findings, or conclusions of your project.
 - **Publications list:** list all publications, posters, published abstracts, exhibits, or presentations—past, present, or pending—that developed from the award (including those prepared by students or others involved in the project).
 - **External funding:** list all external funding sought (funded, not funded, or pending) as a result of your ORDA award; give proposal title, sponsor, and amount requested. **NOTE:** Remember that a proposal **MUST** be submitted to an external funding source no later than six (6) months from the project termination date.

Please submit your final report (hard copy) to the Office of Research Development and Administration, Woody Hall C206, MC 4709.