

MEMBERS OF THE ACADEMIC SENATE

RE: 2018-2019 Call for Grants to Promote New Research Initiatives and Collaborative Interdisciplinary Research (\$10,000 up to \$25,000)

Important Notes:

- *All departments will be required to supply account numbers that will accept 07427 funding for grants awarded during the 2018-2019 fiscal year.*
- The application process for the large grant program has changed. Please see the new instructions under **APPLICATION PROCEDURES**.

DEADLINE: Thursday, March 29, 2018

The Committee on Research (COR) is now accepting applications from members of the Academic Senate for research grants. The primary criterion for awarding research grants will be excellence of the investigators and the project. One of three categories of grant can be applied for: a) projects involving a new research initiative for the faculty; b) interdisciplinary projects; and c) requests to support ongoing projects with appropriate justification. The distribution of funds among categories will depend on the number of outstanding applications received in each of these 3 categories. Requests from \$10,000 to \$25,000 to be spent over 15 months will be considered. It is expected that there will be 15-20 large grant awards ranging from \$10,000 to \$25,000 each.

(a) **NEW RESEARCH INITIATIVES:** Faculty, or groups of faculty, can apply for seed grants to support new, highly innovative research initiatives. Proposals should have the potential to lead to new external grant applications or result in heightened visibility of UC Davis research programs.

(b) **INTERDISCIPLINARY RESEARCH GRANTS:** The goal of this category of awards is to advance interdisciplinary research, allowing two or more faculty across the campus to collaborate on projects that bridge academic disciplines. Such projects could include faculty from the natural sciences, engineering or medicine, and the arts, humanities and social sciences at UC Davis. A specific goal of this category is the stimulation of projects that bridge the natural and human sciences in order to integrate the campus's strengths in these areas.

(c) **ONGOING PROJECT FUNDING:** It is also important to provide support for ongoing projects that may experience a funding gap. Evidence of a clear need for funding for the project, as well as documentation of ongoing efforts to secure external funding, should be provided (e.g., status of current or recent applications for funding). Applicants should specify in their proposals plans for continuation of the research project or program, or sources of extramural funding they intend to seek in the future to continue the work. Indication of external potential funding programs that encompass the proposed research will be most helpful in the review process.

Faculty are limited to serving as PI (Principal Investigator) on only one application. Biographical details must be included for all faculty involved in the proposal. In the event that an applicant receives this award as well as one of the \$2000 Small Grant in Aid awards, only one award will be funded.

REVIEW: Members of the Committee on Research review proposals with the assistance of *ad hoc* reviewers recruited to provide appropriate evaluations of applications. Previous awardees will also be asked to serve as *ad hoc* reviewers.

ELIGIBILITY for the Grants: All members of the Academic Senate are eligible for this grant, **except members of the Committee on Research and Faculty on leave without pay (LWOP)**. Academic Federation members with research responsibilities in their title description can be included as members of joint applications. The following groups may receive lower priority during the review of applications:

- Faculty who have start-up or other grant funding
- Emeriti

- Faculty who have not submitted grant usage reports for previously awarded Academic Senate grants

ALLOWABLE EXPENSES: All expenses in the furtherance of the applicant's research, **except for faculty salaries**, are allowable as long as they are justified in the proposal and meet university rules for eligibility. All books, films, equipment, etc., purchased with grant funds are the property of the University.

APPLICATION PROCEDURES:

- 1) Login to the Academic Senate Information System (ASIS) at <https://asis.ucdavis.edu>.
- 2) Click the *Proceed* button and login with your Kerberos login and passphrase. Once logged in, click on the *Research Grants* tab at the top of the screen.
- 3) Click on *Apply for Large Grant* under **Large**.
- 4) The following information will be pre-populated on the application form: Submission year, Name, Email, Title, and Department. Please make sure that the information is correct.
- 5) Input your responses in the following fields: Co-Applicants (if applicable), Proposal Type, Proposal Title, Amount Requested (\$10,000-\$25,000), Summary
- 6) Upload four files as PDF documents. Use a common system 12 point font (Times, Times New Roman, etc.) with margins no smaller than 1 inch.
 - **Research Description File:** Research description (3 page maximum) and literature cited (1 page maximum) The research description should at least contain the following in three separate sections:
 - (1) The significance of the project relative to research in its general field, stated in language that can be understood by the educated non-expert. For example, has a similar question been addressed previously? How is the proposed work an improvement?
 - (2) The specific goals (problems, questions, hypotheses). Indicate the expected time when these goals will be achieved.
 - (3) A clear description of the work to be carried out. If the work is expected to extend over several years, describe what part will be completed with the funds requested for 2018-2019. Excellent proposals include clear documentation that the work is feasible, with justification of sample size, proof (e.g. by letters from collaborators) that critically needed material will be available, and contingencies where results are not as expected or problems arise during the research. While it is understood that some of this research will be very risky, pilot work, investigators should still clarify how the results that they do obtain will further the overall research goals of the program.
 - **Budget File:** The proposal budget sheet is provided at http://academicsenate.ucdavis.edu/grants_awards/large_grant.cfm. **Please note: cost for hiring any personnel on the grant must include base pay, benefits, and where necessary, tuition and fees.** In addition to the budget calculations, a justification must be provided. The budget justification should briefly address all of the items listed on the budget. Vague or missing justifications may lead to denial of a grant or to an award with a reduced budget. If funds for personnel are requested, be specific as to what the person will be doing. If the budget includes funds to hire a consultant, include the hourly rate and justify the need. All items, including computer hardware and software, must be justified in terms of the proposed research. Please refer to the Policy & Procedure Manual, (<https://ucdavispolicy.ellucid.com/manuals/binder/11>), for specifics regarding allowable expenses.
 - **CV File:** CV with a list of publications during the last 3 years for each faculty member participating in the grant application (3 pages maximum for each). Include degrees and dates awarded, a list of positions held, a list of recent publications by year for the last 3 years
 - **List of Grants and Usage:** This file should have three sections:
 - (1) A list of extra-mural grants and funding amounts secured in the last 5 years by each grant applicant. If there are none please indicate this. Indicate which, if any, are duplicative of the funding requested in this proposal.

- (2) Discussion of plans for extra-mural funding applications or opportunities including current and pending support
- (3) If you have received this grant or a Small Grant in Aid of Research from the Committee on Research previously, please indicate the year you received that grant and describe research or creative outputs that were gained and any further grants that were obtained with the help of the Committee on Research grant.
- 7) Protocols: If your research requires special authorization for human subjects use, living vertebrate animal use, recombinant DNA use, or radioisotope use, please indicate so using the buttons on the application webpage. You will be asked if the protocol approval is pending and for protocol/authorization number.
- 8) Applicants will be notified electronically whether they have been awarded funds. Feedback on grant proposals will not be provided. Please contact Theresa Costa, Academic Senate Office with any questions, at (530) 752-3917 or tacosta@ucdavis.edu.

Protocol Approval Reference Materials:

Human Subject: <http://research.ucdavis.edu/policiescompliance/coi/human-subjects/>

Living Vertebrate Animals: <http://manuals.ucdavis.edu/PPM/290/290-25.pdf>

Recombinant DNA Use: http://safetyservices.ucdavis.edu/ps/bis/f_p/bua

Radioisotope Use: <http://safetyservices.ucdavis.edu/article/radiation-safety-forms-manuals-plans-attachments>

NIH/NSF Modular Biosketch and Human/Animal Use guidelines:

<http://grants.nih.gov/grants/funding/phs398/phs398.html>