

Request for Proposals (RFP)

Interdisciplinary IMPACT Mini-Grants Program (2017)

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Overview and Purpose

Funded through a partnership between the Vice President for Research and the Executive Vice President and Provost, the Mini-Grants Program is designed to stimulate interdisciplinary research projects that will serve as foundational opportunities to inspire collaboration among NMSU researchers in addressing complex problems and pursuing funding opportunities from various sources such as; federal/state grant agencies, foundations/industry/donor opportunities and inter-university grant collaborations resulting in a strengthening of the NMSU research enterprise.

The Interdisciplinary IMPACT Mini-Grants Program is designed to:

Spark collaboration between early career and senior faculty; departments and colleges; by providing funding and resources to develop innovative, results-driven research/scholarship programs and projects.

Support interdisciplinary research by building on the research strengths of NMSU and NMSU's partnerships at the local, state, national and international level to address and solve complex problems.

Enhance an interdisciplinary NMSU research community by establishing new interdisciplinary research and scholarship that is developed through collaborations between colleges, departments, early and senior career faculty members and lead to the development of research centers and institutes.

Funding Available: During the 2017-18 academic year, the Program will award up to \$330,000 in Mini-Grants to projects that meet specific criteria, as defined below. Grant awards will range from \$25,000 to \$40,000 for inter-departmental or inter-college collaborations. It is anticipated that 8 to 10 Mini-Grants will be awarded in this funding cycle. Future cycles of Interdisciplinary IMPACT Mini-Grants will be based on the availability of funding.

Defining Interdisciplinary Research

The National Academies definition:

Interdisciplinary research (IDR) is a mode of research by teams or individuals that integrates information, data, techniques, tools, perspectives, concepts, and/or theories from two or more disciplines or bodies of specialized knowledge to advance fundamental understanding or to solve problems whose solutions are beyond the scope of a single discipline or area of research practice.

Selection Criteria

Project proposals will be reviewed by members of CADRE and URC and recommended to the VPR and the Provost. The review committee (comprised of Research Deans and Research Faculty) will make recommendations for funding according to the following criteria:

1. The project must clearly demonstrate **collaboration** between early career and senior faculty members. Each team is required to have at least three team members, one of which must be an early career faculty member who has minimal grant awards or funding experience. At least one senior faculty/member on the research team is required to have a successful history of submission and funded grant projects, along with a commitment to mentoring the early career faculty member in the grant-writing and team building process. The early career faculty member must be included as PI or Co-PI on the research project.
2. The project must be consistent with the mission and vision of NMSU.
3. The project must be completed within an **established timeline**. All project funding must be spent down on or before May 1, 2019.
4. The budget should be planned as a **cost-effective use of grant funds** and should not duplicate existing activities or programs.
5. The project must be a **new initiative or an expansion of an existing program or project into new areas**. Priority will be given to **new and innovative projects** that focus on partnership building (on-campus and/or off-campus) and creative collaboration.
6. The project must demonstrate **intellectual merit** and **broader impact** to NMSU's community and research/scholarship partners.

Intellectual Merit: The Intellectual Merit criterion encompasses the potential to advance knowledge, especially with regard to complex, interdisciplinary issues and problems.

Broader Impacts: The Broader Impacts criterion encompasses the potential to benefit society through teaching and training, the participation of groups under-represented in the sciences, and/or through results that will improve the health and well-being of the planet and its many inhabitants.

The following elements should be considered for both criteria:

1. What is the potential for the proposed project to:
 - a. Advance knowledge and understanding within and across disciplines (Intellectual Merit); and
 - b. Benefit society or advance desired societal outcomes (Broader Impacts)?
2. To what extent do the proposed activities suggest and explore creative, original, or potentially transformative concepts?
3. Is the plan for carrying out the proposed activities well-reasoned, well-organized, and based on a sound rationale? Does the plan incorporate a mechanism to assess success?
4. How well qualified is the team to conduct the proposed activities?
5. Are there adequate resources available to the PIs (either in their departments and colleges or through collaborations) to carry out the proposed activities?

Selection criteria have purposely been streamlined to expedite the application process and allow for creativity and innovation. The Grant Review Committee understands that this may require additional technical assistance with applicants during the grant writing process.

Interdisciplinary IMPACT Mini-Grant Timeline *(NOTE: There will be ONE award cycle during the 2017 academic year.*

Funds available: November 1, 2017. All grant awardees will be required to attend one PI training workshop and one technical assistance session.

Application Procedure

The application procedure has been purposely streamlined to provide the Review Committee with the essential information to make an informed and responsible decision and allow the applicants to propose a project in a timely fashion. Applicants are responsible for the following:

1. Download Request for Proposals (including the Proposal Form).

2. Closely review the RFP and Proposal Form, including Selection Criteria (see above) and Additional Instructions and Information (see below).

3. Complete each section of the Proposal Form by addressing the questions and instructions, to include:

a. **Project Information:**

b. Project Narrative to include; (Intellectual Merit, Broader Impact, Collaboration and Partnerships, Timeline, Data Management, Plan to disseminate results and sustainability plan). The narrative is limited to five pages. Arial, minimum 11 font to be used for the document.

c. Project Budget: No course buyouts will be funded and no more than 50% of the total budget can be used for summer salaries of PIs and co-PIs.

d. Biographical Sketches: **The following criteria will be followed for biographical sketches which are to be attached as separate documents to your narrative:**

PI/Co-PI Information:

A biographical sketch (limited to two pages) is required for everyone identified as principal or co-principal investigators. The following information must be provided in the order and format specified below.

Do not submit personal information such as **home** address; **home** telephone, fax, or cell phone numbers; home e-mail address; date of birth; citizenship; drivers' license numbers; marital status; personal hobbies; and the like. Such personal information is irrelevant to the merits of the proposal.

(1) Professional Preparation

A list of the individual's undergraduate and graduate education and postdoctoral training as indicated below:

Undergraduate Institution(s)	Major	Degree & Year
Graduate Institution(s)	Major	Degree & Year

Postdoctoral Institution(s)

Area

Inclusive Dates (years)

(2) Appointments

Provide a list, in reverse chronological order, of all the individual's academic/professional appointments beginning with the current appointment.

(3) Publications or Products

A list of: (i) up to five publications or products most closely related to the proposed project; and (ii) up to five other significant products, whether or not related to the proposed project. Acceptable products must be citable and accessible including but not limited to publications, data sets, software, patents, and copyrights. Unacceptable products are unpublished documents not yet submitted for publication, invited lectures, and additional lists of products. Only the list of 10 will be used in the review of the proposal.

Each product must include full citation information including (where applicable and practicable) names of all authors, date of publication or release, title, title of enclosing work such as journal or book, volume, issue, pages, website and Uniform Resource Locator (URL) or other Persistent Identifier.

(4) Synergistic Activities

Provide a list of up to five examples that demonstrate the broader impact of the individual's professional and scholarly activities that focuses on the integration and transfer of knowledge as well as its creation. Examples could include, among others: innovations in teaching and training (e.g., development of curricular materials and pedagogical methods); contributions to the science of learning; development and/or refinement of research tools; computation methodologies, and algorithms for problem-solving; development of databases to support research and education; broadening the participation of groups underrepresented in science, mathematics, engineering, technology, social sciences, integrative health, humanities; and, service to communities outside of the individual's immediate discipline.

4. Submit one (1) electronic copy of complete Proposal to ogc@nmsu.edu before 5:00pm on October 1, 2017, *LATE PROPOSALS WILL NOT BE CONSIDERED FOR FUNDING.* The Form below is a MS Word template, use "Save As" to rename the file before submission and submit complete proposal in a pdf format. Proposals submitted after the due date will not be considered by the Review Committee.

Additional Instructions and Information

As with any grant process, there is a variety of information to consider before, during, and after application. Below are a few items to aid in the process:

Funding is only available for interdisciplinary projects led by members of the NMSU faculty and staff. Applicants may apply for funding for the fall, 2017 semester.

Technical assistance sessions will be announced (and held by appointment upon request) to support the grant writing process. For more information, please contact the Office of Grants and Contracts for further information.

All proposals will be reviewed by the Review Committee. Members of the Committee will review the grant according to the Selection Criteria listed above and may request additional information during the review process.

Grant applications are due on October 1, 2017 by 5:00 p.m., *late proposals will not be considered!*

Once grant decisions are announced, the process for disbursement and stewardship of grant funds will be discussed with individual grantees.

The grant period is from November 1, 2017 to May 1, 2019. All grant funds must be spent by May 1, 2019. Project work can continue beyond May 1, 2019, but all funds must be expended by this date. *Unexpended funds will be retained by the VPR and Provost.*

Grant recipients will be required to complete a 6-month progress report and a final report at the completion of the interdisciplinary project. The team of grant recipients will also be required to submit a major grant proposal based on the results of their Mini-Grant project to a federal or state agency, or private foundation, by January 31, 2020.

Grant funds up to 50% of the budget may be used for summer salaries of faculty members. Grant funds cannot be used to pay for existing programs or projects that normally would receive funding through the regular budget allocation process.

Comments, questions, and suggestions are most welcome. Please address them to the Vice President for Research, ogc@nmsu.edu, RE: IMPACT Mini-Grants Program.