University of Idaho Office of Research and Faculty Development	**Office of Research and Economic Development (ORED)** **Research, Infrastructure, and Scholarly Excellence (RISE)** **Spring 2019 Jumpstart Grant Program** REQUEST FOR PROPOSALS

ORED Research, Infrastructure, and Scholarly Excellence (RISE) funds are competitively awarded to further the development of research, scholarly, and creative activities across all disciplines. RISE grants are intended to enhance the competitiveness of future proposals submitted to external sponsors, and/or result in publications, patents, awards, performances, etc. related to the PI's discipline.

The ORED RISE Jumpstart (JS) program provides seed funding for research, scholarly, or creative efforts that *significantly differ* from those currently being persued. The intended outcome of this program is that the PI will acquire the necessary preliminary data, skills, etc. to develop a competitive extramural proposal in this new arena. Justification for how the proposed project differs from current efforts must be provided.

ELIGIBILITY AND RESTRICTIONS

- To participate in any of the ORED RISE programs, a PI must be in a tenure-track or research faculty position.
- The PI must have (1) submitted all reports and requirements from previous ORED awards and all sponsored activities, and (2) not have been awarded ORED RISE JS funding in the last two years.
- Individual JS awards of **up to $40,000** will be made to a PI following an internal review process (average awards will be ~$15,000).
- Awards will be made for a period of **12 months**, beginning May 1, 2019; however, if the proposed project will involve regulated activities (*e.g.*, **Human Subjects, Animals, Biohazards, Drones**), the project start date will be the date the PI provides a copy of the assurances or May 1, 2019, whichever is later.
- The PI will lead efforts to develop and submit an external proposal within 12 months of the award end date.

PROPOSAL SUBMISSION

Proposals are due to ORED's Research and Faculty Development team by 5:00 pm PT on March 1, 2019. Proposals must be submitted through the U of I's Electronic Internal Proposal Routing System (EIPRS) at sites.uidaho.edu/osp/Default.aspx which enables electronic routing and signatures of your proposal. The entire application package should be loaded into EIPRS as a single PDF. Because this is an internal grant program, ORED's Fiscal Operations and Research and Faculty Development units will be involved in the approval of the proposal submission.

Following submission of the proposal in EIPRS, Deans will be contacted to rank proposals from their College.

INSTRUCTIONS

Use single spacing, one-inch margins, and a font size of 12 pt. Do not include extra materials. Proposals that do not follow these guidelines will be returned without review.

Applicants are strongly encouraged to write for a non-technical audience.

1) **Cover Sheet (1 page)**: Complete the cover sheet available on the JS website here.

2) **In EIPRS, the proposal title must begin with "ORED SP19 JS:"** to assist with tracking the proposal. For Sponsor, select "UI Office of Research and Economic Development." Signatures of PI(s), Department Chair/Head/Supervisor, and College Dean will be processed electronically via EIPRS. *All signatures must be obtained through EIPRS by the deadline in order for the proposal to be considered complete*. Please note that your college may have an internal deadline for proposal submission, routing, and approval.

3) **Narrative (3 page maximum)**: Please provide the following information:
   - Project overview
   - Describe how the proposed line of investigation differs from current efforts

- Describe the need for ORED funding to change direction
- Describe the expected outcomes and deliverables that will result from this funding
- Identify appropriate external sponsors and specific programs for future proposal submission in an area related to the new direction, including any correspondence with a Program Officer

4) **Budget Template**: Complete the budget template available on the JS website [here](#). Funds may be used for salary, travel, student support, equipment, and supplies, but **not** for renovations or remodeling.

5) **Equipment Quote**: Include if requesting equipment.

EVALUATION

Applicants are strongly encouraged to write for a non-technical audience. Proposals will be reviewed by a committee of faculty members, administrators, and/or staff, as dictated by the subject matter discussed in each proposal. The VP for Research and Economic Development will make the final funding decisions, taking into account review comments, ranking from the Deans, and strategic expansion of the ORED funding portfolio.

AWARD CONDITIONS

- Awards are made for a period of 12 months. ORED's Fiscal Operations unit will notify the PI and their departmental grant administrators when their award index has been set up. Funds must be spent in accordance with the proposed budget and quarterly spending plan. Deviations from the proposed budget plan or scope of work must be **requested** via email to ORED-FISCALOPS@uidaho.edu with clear justification. Funds remaining at the end of the 12-month award period will be returned to ORED.
- All purchases must be made within the award period.
- All equipment purchases, upgrades, repairs, or improvements vest with the University of Idaho.
- Ownership of any and all **intellectual property** created through the use of these funds shall be determined as defined in *UI Faculty Staff Handbook 5300*.
- If the proposed project will involve regulated activities (*e.g.*, **Human Subjects, Animals, Biohazards, Drones**), the PI will need to produce the appropriate assurances before a grant is awarded.

DELIVERABLES

Two reports are required following the end of the award period: 1) a *project close-out report*, describing any publications, presentations, grant submissions, and student involvement that were enabled by the award, which is due within 30 days after the funding ends, and 2) a *final report* detailing further publications, presentations, proposal submissions, and other research and/or creative activities enabled by the award, which is due 12 months following the close-out of the award.

Questions? Contact RFD at ORED-RFDTeam@uidaho.edu.