**INCUBATING INTERDISCIPLINARY INITIATIVES (I3) FY 2023**

**Office of the Vice President for Research & Innovation**

OVERVIEW & PROGRAM GOALS

UO’s Incubating Interdisciplinary Initiatives (I3) award program fosters new research projects that will successfully develop a novel, transdisciplinary line of research and execute a plan for securing external funding based on the pilot work. I3 partnerships should emerge from shared research interests and needs across disciplines and represent new research directions for the team members. Projects should also be developed in relation to external funding opportunities, UO’s institutional strengths, academic priorities, and institutional history.

The program expects that no later than one year after the funding period the team will submit a proposal for extramural funding for a significant research award that involves multiple faculty investigators. In addition, we expect the funded efforts to result in joint publications. The award period is up to two years and should be matched with the scope of work proposed. External partnerships and collaborations are encouraged. Applicants are also encouraged to engage experts who can contribute to their project and strengthen their eventual application for external funding.

**Coordination with Institutional Initiatives**

As part of integration with UO’s [Academic Initiatives](https://www.uoregon.edu/academic-initiatives), funding may be available via the [Environment Initiative](https://environment.uoregon.edu/) and the [Sport and Wellness Initiative](https://sportwellness.uoregon.edu/) to increase the number of meritorious proposals funded for this cycle. Projects considered for funding by Initiatives must directly advance key strategic goals of the program.

Please note that the I3 program is one of several internal award programs supported by the OVPRI. Submission of identical projects that were submitted to other OVPRI funding programs are highly discouraged. Funding preference is given to investigators without active VPRI seed funding from other internal awards programs.

TIMELINE

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| **Dates** | **Item Due** |
| **March 27, 2023** | Mandatory Notice of Intent to Submit Deadline |
| **May 1, 2023** | Full Proposal Deadline |
| **Late May** | Faculty Review Panel |
| **Early June** | Award Notifications |
| **July 1, 2023 – Start Date for Projects**  | Project Period: *Project length is two years. Final reports are due August 1, 2025.* |

ELIGIBILITY

**Principal Investigators:** At minimum, proposals are expected to have at least two Principal Investigators (PIs) with complementary research approaches or from different disciplines. For the purposes of the application, one faculty member will need to be identified as the Contact PI. Eligible PIs are tenured or tenure track faculty and career research faculty with the classification of: *research associate*, *research professor, research scientist, research engineer, principal research scientist,* *or librarian* with 0.75+ FTE appointments during the academic year(s) of the research award.

*Emeritus, retired, courtesy, visiting, instructor, and pro-tem faculty, as well as postdoctoral scholars, are ineligible to apply as a principal investigator. They may be part of the team as Other Key Personnel as described below.*

**Other Key Personnel on the Interdisciplinary Team:** The remaining interdisciplinary team may include personnel who would be ineligible to serve as a PI, such as emeritus faculty, postdocs, research assistants, graduate student employees, etc.

**NOTE:**

* Faculty members may only serve as a PI on ONE application but may serve as *other key personnel* on other proposals.
* Faculty members funded as a PI through the I3 program are not eligible to compete as PIs in future I3 grant cycles for three years from the activation date of a successful proposal.

BUDGET & USE OF FUNDS

**Amount:** I3 Awards provide up to $50,000 in support.

*Coordination with Institutional Initiatives*

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**Length of Project:** The project period begins July 1 and may not exceed 24 months.

**Allowable costs:** Funds may be used for costs necessary to plan the research project (consistent with university and state rules) including:

* Travel, which may include funds to support a planning workshop or faculty retreat, to host a distinguished speaker who will help you initiate your project, or to visit a program officer to discuss your project
* Equipment
* Materials and supplies
* Contractual services
* Salary for non-tenure track faculty, graduate students, undergraduates, and/or technical personnel under the supervision of project investigators
* Other direct costs: e.g., core/shared user facility use, speaker stipend

**Unallowable Costs:**

* Replacing current funding from another internal or external source
* Renovation, remodeling, or alteration of research laboratories or core/shared facilities
* Funding or replacing tenure track faculty salary or stipend, or for instructional release/course buyout

APPLICATION COMPONENTS

**Notice of Intent:** The [***notice of intent form***](https://app.smartsheet.com/b/form/741eaf7ccf274113a66ef7feffa2faad) is mandatory but non-binding—the purpose of the NOI is solely to help identify appropriate faculty reviewers. *All individuals who submit an NOI are invited to submit a full application.*

**Application:** The I3 applications must be submitted using the online submission form.

1. [***Application Form***](https://app.smartsheet.com/b/form/8910b12f26964867af634724fc4a5499)*(online):*Basic information to be provided in the form’s text boxes. (Note that the form cannot be saved part way through.)
2. *Proposal Documents:* (single-spaced text, Times New Roman font in 11 point or larger, and 1” margins).
	* + 1. Abstract (**250 words or less**): A short summary of the project goals and activities.
			2. Proposal Narrative (**3-page limit**): Use the [Proposal TEMPLATE](#Narrative) at end of this document to complete this component of the application.
			3. References Cited (**1-page limit**)
			4. Advancing Diversity, Equity, and Inclusion in Research Statement (**1-page limit**): Advancing diversity, equity, and inclusion is a key value for OVPRI. We now ask faculty to articulate how their OVPRI-funded work advances these principles. Use the [DEI TEMPLATE](#DEI) at the end of this document to complete this component of the application.
			5. Biographical Sketch or CV (**2-page limit per person**): Each PI should submit a Biographical Sketch or CV.
			6. Current and Pending Support (**no page limit**): For each PI, use the [Current and Pending TEMPLATE](#CurrentPending) at end of this document to list any current and/or pending funding for any research project at UO, whether or not related to the proposed I3 project.
			7. Budget: Use I3 budget excel template on the [I3 webpage](https://research.uoregon.edu/apply/apply-internal-funding/incubating-interdisciplinary-initiatives-i3-awards).
			8. Budget Justification (**1-page limit**): Use the [Budget Justification TEMPLATE](#budget) at the end of this document to complete this component of the application.
			9. Letter of Support: Please provide a letter from Department Head/Center or Institute Director, and/or Dean(s) for each PI, describing how the application supports the unit/college mission/goals and detailing/authorizing the commitment (if any) for matching support designated for the project.
3. [***Optional Demographic Survey***](https://app.smartsheet.com/b/form/b6eda4d487654b5794adfa2e0d0054dd) *(online):* The OVPRI is committed to creating an environment that fosters sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and racial and ethnic backgrounds present in our community. The application form includes a section to disclose demographic information aimed at assessing the success of our activities towards this goal. Response to these questions is entirely optional and is not considered in award decisions. This information will not be seen by the review committee, but rather used by OVPRI leadership to ensure our internal granting programs are inclusive and equitable and serve diverse populations at UO. We welcome submission of this information from all PIs on the project.

**Submission Instructions**:

1. Complete all components of the application and combine them into a single PDF *in the order listed above*, with each component on its own page.
* Save with the naming convention *[Contact PI Last Name] \_FY 23 I3 application*.
1. Fill out the basic information in [the online application form](https://app.smartsheet.com/b/form/8910b12f26964867af634724fc4a5499).
2. Upload the complete PDF.
3. Submit the form.
4. Each PI may complete the demographic survey (optional).

REVIEW PROCESS & CRITERIA

RDS will conduct an initial review to ensure that proposals are in compliance with all guidelines. Proposals deemed non-compliant will not be reviewed further.

A faculty review panel, convened by RDS, will conduct peer review to evaluate the grant proposals and recommend proposals for funding to the Vice President for Research and Innovation, who makes the final funding decisions. Applicants are informed of whether they are selected or not for the award. Upon request, feedback can be provided to interested applicants whose proposals are not funded.

**Criteria**

[See review sheet](https://app.smartsheet.com/b/form/8d4c231b98d4463d983813f6402a5a7e) as used by Faculty Review Committee when scoring proposals.

1. *Research Project*:
	1. How clearly does the applicant describe the research problems or questions? Does the applicant specify a gap in the research to be addressed?
	2. Is the project’s significance well-articulated? Does the project have intellectual merit?
	3. Does the project represent a new and promising direction for the research team?
	4. Is the proposed research interdisciplinary? Are the intellectual contributions of the identified disciplines or approaches clearly articulated?
2. *Research Approach*:
	1. How clearly does the project describe the overall project aim and/or goals?
	2. Is the methodology clearly articulated and appropriate to the proposed project?
	3. Are the roles and responsibilities of the team members clearly described and well-justified?
	4. Do the research activities proposed enhance the competitiveness of the project for external funding?
3. *Research Team*:
	1. Do the research team members possess the appropriate qualifications and experience to accomplish the proposed research objectives?
	2. Do the team members provide evidence of past success in obtaining external research funding?
	3. How does the proposed research align with the team members’ long-term research agendas?
4. *External Funding Strategy*:
	1. Does the research team clearly identify an external funding mechanism or program to which they intend to apply?
	2. Does the proposed research align with the funding mechanism and the funding priorities of the external sponsor(s)?
	3. Does the application describe a feasible and appropriate strategy for preparing and submitting a proposal for external funding?
5. *Advancing Diversity, Equity, and Inclusion in Research Statement*:
	1. How clearly does the application articulate the alignment of the proposed project and/or activities with the OVPRI goals for advancing diversity, equity, and inclusion in research?
	2. How significant and potentially impactful (in scholarship, community-engagement, broadening participation, etc.) is the proposed work?
6. *Timeline and Budget*
	1. Does the applicant describe a realistic timeline to accomplish research goals and proposal development activities?
	2. Is the budget well-justified? Will the budget support the development and implementation of the project?

*Note: As state above, funding preference is given to investigators without active VPRI seed funding from other internal awards programs.*

REPORTING

A final report is required and due to Research Development Services no later than one month (30 days) after the conclusion of funding. RDS will supply awardees a link to the final report form in the last quarter of their project.

INQUIRES

Questions about the I3 program, application, or submission process may be directed to Research Development Services, rds@uoregon.edu.

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**Project Narrative** (3-page limit)

**Introduction**

* + Provide a background or rationale for the project, including significance.
	+ Describe how the proposed work represents a novel research direction. Justify the need for an interdisciplinary collaboration to address your research questions, including approach, methodology, and overarching goals.
	+ Identify the current status of the research at UO, including programmatic strengths and expertise of team members.
	+ *NOTE: If you would like your project to be considered for funding via the* [*Environment Initiative*](https://environment.uoregon.edu/) *or the* [*Sport and Wellness Initiative*](https://sportwellness.uoregon.edu/)*, please describe how your project will directly advance key strategic goals of the Initiative.*

**Proposed Plan**

* Describe overall project aims or goals.
* Identify specific research, scholarly, and/or proposal development activities to which funds will be applied, how you will complete these activities, the roles and responsibilities of each collaborator, and how these activities will enhance the competitiveness of the project for external funding.

**External Funding Strategy**

* Identify one or more external funding agency and program and submission deadlines. Provide a strategy and a timeline to prepare and submit to these opportunities (recipients are expected to submit an external proposal within 24 to 36 months of receipt of an I3 Award).
* Describe the fit between the proposed project and external funding priorities/opportunities.

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**Advancing Diversity, Equity, and Inclusion in Research Statement**

**(1-page limit)**

Advancing diversity, equity, and inclusion is a key value for OVPRI. We proactively support the creation of a diverse, equitable, and inclusive research community. We act upon the deep belief that diverse, equitable, and inclusive research environments are fair and just, and are necessary to accelerate discovery and innovation. Thus, we now ask faculty to articulate how their OVPRI-funded work advances these principles.

In up to one page, please describe how your proposed project advances diversity, equity, and inclusion in the UO research community. This can be demonstrated through multiple and various ways, such as:

* Subject matter
* Methodology
* Project implementation strategies
* Training/mentoring
* Team composition
* Engagement with UO students, staff, faculty
* Engagement with communities external to UO
* More as defined by the faculty applicant

The following examples illustrate potential ways that research projects could advance diversity, equity, and inclusion:

1. A history faculty’s research topic examines the U.S. federal policies that led to racial discrimination in lending during the twentieth century.
2. A mathematics faculty plans to support a graduate student from a population underrepresented in STEM to work on big data analysis and will mentor them to give a presentation at a conference.
3. A computer science faculty plans to present her research on a new programming language for robotics at the local science summer camp for girls.

We recognize that faculty from different disciplines may or may not have engaged directly in this type of work in the past. Prior engagement or success in achieving these goals is not required to be competitive for this program. If proposed activities require funding, please either include costs in the project budget or note alternative sources in the application.

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**Current and Pending Support Form for I3 Program**

For the PIs, please provide a list of current and/or pending funding for any research project at UO, whether or not related to the proposed I3 project. Include any awards you have received from the University of Oregon (*excluding start-up funds*), as well as external awards. No page limit enforced, so please expand sections as necessary.

**Name**:

Current Funding

Funding Source:

Project Title:

Project Period:

Total Award Amount:

Does this project overlap with the proposed work?

Funding Source:

Project Title:

Project Period:

Total Award Amount:

Does this project overlap with the proposed work?

Pending Funding

Funding Source:

Project Title:

Project Period:

Total Award Amount:

Does this project overlap with the proposed work?

Funding Source:

Project Title:

Project Period:

Total Award Amount:

Does this project overlap with the proposed work?

**TEMPLATE (delete blue text)**

Describe each budget line item listed in the budget template, breaking out costs by unit as applicable. Giving clear details will help the reviewers understand the reasonableness of your request.

**Budget Justification**

**Personnel**

*Technical/NTTF Salary*

Provide the names of the faculty and other personnel for which funding is requested.

*Graduate Student*

Provide the number and % FTE of graduate student(s).

*Undergraduate Student*

Provide the number of student hours anticipated.

**GE tuition/fees/ insurance**

**Outside Collaborators/Consultants**

**Equipment (stand-alone pieces over $5K)**

**Materials & Supplies**

When anticipated, the proposal budget justification must indicate the general types of expendable materials and supplies required.

**Travel**

Travel activities must be specified, itemized, and justified by destination and cost. Funds may be requested for field work, attendance at meetings and conferences, and other travel associated with the proposed work, including subsistence.

**Other Direct Costs**

These may include publication/documentation/dissemination costs, consultant services, computer services, etc.