FACULTY RESEARCH AWARDS

2023-2024

OFFICE OF THE VICE PRESIDENT FOR RESEARCH & INNOVATION

OVERVIEW & PROGRAM GOALS

The Vice President for Research and Innovation (VPRI) invites faculty members from all academic disciplines to apply for the [2024 Faculty Research Awards (FRA)](https://research.uoregon.edu/apply/apply-internal-funding/faculty-research-awards). FRAs provide funds (up to $10,000) in support of scholarship, creative projects, and quantitative or qualitative research for eligible applicants across the University of Oregon, fostering both productivity and career advancement.

Examples of eligible projects include:

* Book projects that are intended for publication with an academic press
* Performances in nationally or internationally known venues
* Creative work that will be exhibited
* Projects that obtain pilot data, demonstrate the feasibility of an approach or method or contribute to the development of a prototype
* Travel to conduct fieldwork or conduct research at an archive or special collection

Individuals are limited to submitting one application per funding cycle, though applicants may serve as unpaid collaborators or team members on additional projects. The aim is to provide funding to faculty who do not currently have a significant active externally funded research award (i.e., a major independent, investigator-initiated award for their discipline, such as NIH R01, NEH Fellowship, IES research grant, etc.). *Priority will be given to projects where funding is significant to project launch or continuation.*

Note that proposed projects must be meaningfully distinct from prior FRA-funded work. In particular, proposals for research and writing of a book should describe how prior funding met the goals of the prior project and clearly describe how the new work being proposed differs. As with all seed programs, this award is designed to be a springboard to encourage and enable future support of faculty research through extramural funding.

TIMELINE

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| **Dates** | **Item Due** |
| November 1, 2023 – January 12, 2024 | Research Development Services staff are available to review drafts before submission. |
| **January 14, 2024, by 11:59 pm** | ***Application deadline*** |
| Mid-February 2024 | Review by Senate-appointed FRA Committee (FRAC) |
| Early March 2024 | Faculty applicants notified of the funding decision |
| July 1, 2024 – June 30, 2025 | Project period: projects cannot begin until after July 1 |
| July 31, 2025 | Final report deadline |

ELIGIBILITY

**Eligible Principal Investigators (PIs):** Eligible PIs include all tenure-track faculty. Career research faculty with the classification of *research associate, research professor, research scientist, research engineer, principal research scientist, or librarian* are welcome to apply, given they have at least 0.75+ FTE appointments during the academic year of the research award.

**Ineligible PIs:**

* Faculty who received a Faculty Research Award within the past three award cycles
* Emeritus, retired, courtesy, visiting, instructor, and pro-tem faculty and postdoctoral scholars
* Recipients of any competitive award from the Office of the Vice President for Research and Innovation who have not submitted a final report for their prior award(s)

Faculty are only permitted to serve as the PI or Co-PI on one application per cycle. Applicants may serve as collaborators or team members on additional proposals.

BUDGET & USE OF FUNDS

**Amount:** The Faculty Research Award provides up to $10,000 in support.

**Length of Project:** The project period begins July 1 and may not exceed 12 months.

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

* Personnel
* Travel
* Equipment
* Supplies
* Contractual services
* Core/shared user facility fees
* Salary for non-tenure track faculty, graduate students, undergraduates, and/or technical personnel conducting proposed research
* PI stipend during the summer months: The FRA provides $7,000 for two consecutive summer months of research and writing. Please note that stipends are processed through payroll and are subject to Other Payroll Expenses (OPE). The recipient’s unit must calculate the expected OPE and reduce the stipend award accordingly. The maximum request for a summer stipend is $7,000.
	+ *If you would like funds in addition to the full summer stipend, you may request up to an additional $3,000, with preference given to applicants who use this to support opportunities for student engagement in research.*

**Unallowable Costs:**

* Replacing or funding tenure-line faculty salary during the academic year
* Instructional release/course buyouts
* Construction or facility renovation
* Curriculum development or career development
* Dissertation research costs

APPLICATION COMPONENTS

**Application:** The 2024 Faculty Research Award applications must be submitted using the online submission form.

1. [***Application Form (online)***](https://app.smartsheet.com/b/form/295c5ec7b2464860a0206ab209dd9b64)***:***
2. *Basic Information:* Please complete the form’s text boxes. (Note: the form cannot be saved part way through).
3. ***Proposal Documents:***(single-spaced text, Times New Roman font in 11-point font or larger, 1” margins, **use templates at end of this document**)
4. [**Project Narrative**](#_Project_Narrative) (3-page limit)
5. [**References Cited**](#_Curriculum_Vitae) (no page limit)
6. [**Curriculum Vitae**](#_Curriculum_Vitae) (2-page limit)
7. [**Budget Justification**](#_Budget_Justification) (no page limit)
8. [**Unit Head Approval Form**](https://research.uoregon.edu/sites/default/files/2023-08/Unit%20Head%20approval%20fillable_FRA.pdf)**:** Provide a scanned copy or e-signature confirming your unit head approves of the proposed application, including the budget.

**Submission Instructions:** 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 24 Faculty Research Award*.**

1. Fill out the basic information in the online application form.
2. Upload the complete PDF. **NOTE: If the Unit Head Approval Form has a digital/ e-signature, the PDF cannot be combined with the rest of the application, but rather must be uploaded separately (combining erases the digital signature).**
3. Submit the form.
4. Each PI may complete the demographic survey described below (optional).

[***Optional Demographic Survey (online)***](https://app.smartsheet.com/b/form/b6eda4d487654b5794adfa2e0d0054dd)***:*** 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.

REVIEW PROCESS & CRITERIA

RDS will conduct an initial review to ensure that proposals comply with all guidelines. The UO Faculty Senate-appointed Faculty Research Awards Committee will conduct a 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. Reviewer feedback will be provided to all applicants.

**Criteria:** See an example of the [review sheet](https://app.smartsheet.com/b/form/963f4b7634f540e39b7819f3064cf136) as used by the review committee when scoring proposals.

* *Significance and Contribution:* Is the project intellectually significant? What value does it offer to the faculty member’s disciplinary field and/or general audiences?
* *Concepts and Methods:* Is the conception, definition, organization, and description of the project clearly articulated? Are the methods sound and indicate project success?
* *Work Plan/Budget Justification:* Is the work plan and timeline feasible, appropriate, and supported by a well justified budget?
* *Competencies, Skills, Access, and Support/CV:* Is the applicant well-qualified to carry out the proposed work and have the means to do so if funded?
* *Final Product(s) and Dissemination*: What is the likelihood of achieving the project’s final product(s)? How strong is the dissemination plan for its intended audience(s)?

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.

INQUIRIES

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

Project Narrative

(3-page limit, delete blue text)

Please complete all six sections and use the headings designated below. You may include no more than one page of references on a separate page, which does not count in the 3-page limit for the narrative.

**Significance and Contribution**

* Provide an overview of the project, explaining the basic ideas, problems, or questions examined.
* Describe the significance of the proposed project, including its value to scholars in your field.
* Describe how your project aligns with your department’s standards scholarship or creative projects with respect promotion and tenure.

**Concepts and Methods**

* Explain how your proposed research will help you resolve the problems or questions you are examining.
* If applicable, provide the theoretical framework underpinning your project.
* Describe and discuss your method(s) and sources.

**Work Plan**

* Describe the current state of the project and the stage of it that will be supported by the award.
* Provide a work plan describing what will be accomplished during the period of performance.
* This section is rated along with your budget justification to ensure your project plan is feasible and supported by a sound, well-justified budget.

**Competencies, Skills, and Access**

* Explain your competence or background in the area of your project.
* Describe where the proposed project will be conducted and what research materials will be used.
* This section is rated along with your curriculum vitae to ensure you have the skills and abilities to successfully complete the project.

**Final Product(s) and Dissemination**

* Describe the intended results of the project.
* Explain how the results will be disseminated and why these means are appropriate to the subject matter and audience.

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Curriculum Vitae

(2-page limit, delete blue text)

Please include 2-page curriculum vitae that contains information most appropriate for the review of the research project you are proposing. The following format is recommended, but not mandatory.

**Name & Title**

**Education**

**Current and Past Positions**

**Awards & Honors**

**Publications and Presentations**

**Other Relevant Activities and Accomplishments**

Budget Justification

(no page limit, delete blue text)

Please justify the use of money and how it will make a difference to this project.

***NOTE: Your department/unit head must approve the budget with the fillable PDF linked in the Application Components section above.***

**Personnel: $X,XXX**

The names of the PI(s), faculty, and other personnel for which funding is requested. If the PI requests summer stipend support, note that Other Payroll Expenses will be deducted from the stipend total. The total maximum request amount for summer stipend and OPE is $7,000. If you would like funds in addition to the full summer stipend, you may request up to an additional $3,000, with preference given to applicants who use this to support opportunities for student engagement in research.

**Fringe Benefits: $X,XXX**

Include the appropriate Other Payroll Expenses (OPE) rate for the class of personnel listed in the line-item budget. Your unit must calculate the expected OPE and reduce the stipend award accordingly.

**Travel: $X,XXX**

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.

**Supplies: $X,XXX**

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

**Other Direct Costs: $X,XXX**

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

**TOTAL DIRECT COSTS: $X,XXX**