Faculty Research & Scholarship Fund (FRSF)

Project Funding Opportunities Available

Deadline for Application – November 29, 2017

Funding Opportunity Overview
The Office of Research & Sponsored Programs (ORSP), the Office of Academic Deans, and the Research Advisory Council (RAC) welcome research and scholarship proposals from PSU faculty for the next competitive cycle of the Faculty Research & Scholarship Fund (FRSF). These funds are intended to support research, outreach, scholarship, and/or creative works, not classroom activities.

Appropriate requests:
The FRSF is intended to kick start projects that will lead to external funding, leverage funding from other sources, facilitate future proposals, launch projects that will lead to follow-on activity, build collaborative projects, and complete projects that would otherwise be difficult to fund. The FRSF also strongly encourages projects that create opportunity for student involvement in research and scholarship.

Eligibility
- Tenured, tenure-track, or research faculty are eligible to serve as a principal project director/coordinator, artist, or author on a proposal.
- PSU contract, clinical, or teaching lecturer may collaborate with a tenure, tenure track, or research faculty on a project.
- PSU faculty may be the principal project director/coordinator, artist, or author on only one proposal in any year.
- There is no limit on the number of proposals in which a faculty member may collaborate and no restrictions on who may serve as collaborators to help build PSU partnerships. Collaborative proposals with multiple partners are encouraged, including off-campus and non-academic collaborators.
- Principal project directors/coordinators, artists, and authors cannot be funded in two successive years by the FRSF. Otherwise there are no restrictions on the frequency of proposal submissions or cumulative funding that can be awarded to a project leader.
- A member of the RAC is allowed to be a collaborator on a proposal submitted for review. In such instances, appropriate conflict of interest procedures must be followed in consultation with ORSP and RAC.

Funding Availability and Limitations
- The annual budget for the Faculty Research & Scholarship Fund is typically $50,000+.
- Typical awards are in the $2,000 - $10,000 range
- Summer salary is limited to $3,600 or less per project director/coordinator, artist, author, or collaborator.
- Tuition is not an allowable budget item.
- Professional development or conference travel will continue to be funded through the Dept./Cluster or Office of Academic Deans professional development funds, and not through the FRSF.
- Projects must be completed within one fiscal year (Period of Performance for FY19 is July 1, 2018 - June 30, 2019.)
Submission Deadline
- Annually the last Wednesday in November by 11:59 PM,
- Proposals must be submitted through InfoReady Review,
- Late or incomplete applications will not be considered.

Proposal Preparation and Contents

Proposals must include:
- Project Summary of Activity (limited to 250 words),
- Project Narrative (5 or fewer single spaced pages excluding supporting materials),
- Budget spreadsheet: The provided RAC budget/justification template (.xlsx) must be used and uploaded,
- Course Release Approval Form (if applicable),
- Curriculum vitae (required for applicant and key collaborators),
- Letter of support from collaborators (optional),
- Works cited (optional),
- Images/graphics (optional).

Project Narrative Requirements
- Page limit is not more than 5 single spaced pages (not less than 10pt font and 1” margins, numbered pages) excluding supporting materials described above,
- In addition to explaining the proposed project in detail, the Project Narrative must also include descriptions of:
  - Intellectual Merit – advancement of knowledge and understanding within field or across different fields,
  - Broader Impacts - potential benefit to PSU students and providing greater societal outcomes,
  - Detailed methodology and timeline,
  - Specific responsibilities of personnel (including students),
  - Plan for follow-up activity, ie. external grants, partnerships.

Budget Requirements
The budget narrative must itemize all expenses as applicable, including personnel time commitments (days, weeks, months effort for faculty, hours and rate for non-faculty and students), vehicle travel by destination and mileage, airfare departure and destination locations, lodging expense per night, materials and supplies by items needed and cost per item, and any other costs including services such as printing or sample analysis. PSU/USNH Travel Policies must be adhered to. In addition:
- The provided RAC budget/justification template (.xlsx) must be used and uploaded,
- Summer salary is limited to $3,600 or less per project director/coordinator, artist, author, or collaborator,
- Academic Course release should be budgeted at $1,300 per credit hour. Course release approval form is required and provided in the application,
- Note that the fringe benefits will accrue at a partial rate of 7.8% on faculty salary and hourly pay over $7.75 per hour,
- Faculty may request either summer or academic time but not both,
- Tuition is not an acceptable budget item.
**Strategic Considerations:**
Collaborative, interdisciplinary proposals that advance PSU's strategic clusters and "open lab" framework are encouraged. The FRSF also strongly encourages projects that create opportunity for student involvement in research and scholarship, and projects that have strong opportunities for follow-on activity (e.g., external funding and greater collaboration).

**Review Criteria**
- Intellectual Merit (as defined above)
- Broader Impacts (as defined above)
- Potential for follow-up activity, i.e. partnerships and external funding
- Clarity and articulation of project goals, methodology, timeline, and budget

**Notification and Award Terms**
The RAC will review all submissions and make recommendations for funding by the end of December. The Office of Research & Sponsored Programs will inform each successful project director/coordinate, artist, or author of the Council’s decision by early January.

**Deliverables:**
A final report of 1-2 pages will summarize salient results from the scholarly activity, how funds were spent, and how your FRSF-supported effort relates to the strategic plan and strategic vision of the university. Reports are due on August 1, 2019. Each successful project director/coordinate, artist, or author will make a 5-10 minute presentation of her/his work before a public gathering at PSU (usually this will be during Faculty Week, but another forum may be determined or arranged).

**Compliance:**
Successful project proposals defined as Research/Development per PSU's Research Integrity Policy, will require that the faculty take PSU's online Research Integrity Training prior to beginning work on the project. Additional training may be required based on project specifics.

**Questions**
Project director/coordinates, artists, and authors are invited to contact the Office of Research & Sponsored Programs with any questions.