

Intramural Funding Announcement

2023-2024 Funding For Excellence Program: Pool 2 – Arts, Humanities, and Social Sciences

The *Office of Research & Economic Development* at UMKC is pleased to accept applications for the 2023-2024 Funding For Excellence intramural funding program in the fields of Arts, Humanities, and Social Sciences. The deadline for submission is **Thursday, March 21st at 5 p.m. CST.**

FFE is an institutionally-funded grants program to support the highest level of research, scholarship, and creative endeavors by UMKC faculty. For 2023-2024, there will be two distinct FFE programs: Pool 1- Health Sciences, STEM, and Education, and Pool 2 - Arts, Humanities, and Social Sciences. **This announcement pertains solely to Pool 2.**

The four goals of the FFE program are to provide funding which:

- Allows preliminary data collection to support significant, new future sponsored research submissions
- Encourages collaborative research between schools, divisions, departments, or disciplines
- Enhances the research, scholarly, and creative reputation of UMKC
- Support highly innovative, high-risk/high-reward projects

The program provides three funding Tier options to support research and creative activity. The total number of awards will depend upon the availability of funds. Awards will be made on a competitive basis, following review and recommendation by the UMKC Research Advisory Council (RAC).

APPLICATION TIERS

Tier 1 – up to \$15,000 (approx. 3-4 awards)

Tier 1 proposals are solicited for interdisciplinary *multiple PI research proposals*, which must include a minimum of two contributing investigators representing independent UMKC schools, divisions, departments, or disciplines. Co-investigators external to UMKC are permitted provided FFE funds are used only to support UMKC faculty, students, etc. In exceptional cases, single PI proposals will be considered. These proposals are intended to support preliminary data collection for major future submissions to NSF, NEH, NEA, and other external funding sources. The budget per Tier 1 proposal is up to \$15,000.

Tier 2 – up to \$10,000 (approx. 4-5 awards)

Tier 2 proposals are solicited for *single or multiple PI research proposals*. This Tier is intended to support data collection and preliminary research generation for future sponsored project submissions. For these proposals, multi-investigator, cross-unit applications are encouraged but not required. Co-investigators external to UMKC are permitted provided FFE funds are used only to support UMKC faculty, students, etc. The budget per Tier 2 proposal is up to \$10,000.

Tier 3 – up to \$7,500 (approx. 5-7 awards)

Tier 3 proposals are solicited for research, creative, and scholarly work with the potential to bring reputation and publicity to UMKC but may not require additional funding or sponsored research. Costs may incorporate data collection; travel to research, exhibition, performance, and production sites; exhibition, performance, and production costs; publication subventions; and other research and creative activities. The budget per Tier 3 proposal is up to \$7,500.

ELIGIBILITY REQUIREMENTS

Tenured, tenure-track, ranked, and non-tenure track faculty at the rank of Assistant Professor or higher holding at least a 0.75 FTE appointment are eligible to serve as Investigators if their appointment allows it. A PI may resubmit a previously unfunded proposal from a prior FFE cycle but must include an explanation of how the proposal has been revised and how the reviewers' comments have been addressed. *Past recipients of FFE awards are ineligible to apply for this round if they received their FFE award for either 2021-2022 or 2022-2023 (i.e. in the last two years).* Recipients prior to 2021 may apply provided a final report and summary of submitted external research proposals has been received by the Office of Research Services as outlined in the "FFE Production and Reporting Requirements" section at the end of this document.

APPLICATION STRUCTURE GUIDELINES

The project narrative must not exceed FIVE (numbered) pages and must be submitted online, along with all associated documents, by the **5:00 p.m. deadline on Thursday, March 21st, 2024.**

The text must be single-spaced with a standardized, non-condensed font in either 11-point or 12-point font size. Use no less than 0.5-inch margins throughout. The bibliography section is NOT included in the 5-page limit. Applicants are encouraged to use the following outline when preparing the proposal narrative; however, additional sections may be added as appropriate. The length of each section is just a guide and applicants may vary the length of the sections based on their need while keeping to the 5-page limit.

For resubmission of an FFE proposal, up to one page that is not included in the 5-page limit may be used to describe how the proposal has been revised and to address reviewers' comments.

1. Brief Introduction & Specific Aims (1 page suggested)

- Specific objectives including expected return on investment
- Statement of how the proposed project is collaborative (if applicable)

2. Significance and Innovation Statement (1/2 page suggested)

- Significance of the work, including a statement on the impact to UMKC
- Description of the innovation of the research or creative work

3. Project Background (1 page suggested)

- Previous work of the applicant(s) and by other scholars in the proposed project area
- Relationship of the proposed project to current state-of-the-field
- Description of how this FFE project advances the field

- List all FFE awards received by the applicant and collaborators along with the outcomes including publications, creative works, and extramural grant applications. State whether these applications are pending, declined, or awarded (if applicable).
4. **General Plan of Work** (2 pages suggested)
- Design of activities to be undertaken, including methods and procedures
 - Plans for preservation, documentation, and sharing of data or products, if appropriate
 - Description of the role of each collaborator in execution of the work plan
5. **Expected Achievements, Future Plans, & Timetable** (suggested 1/2 page)
- State the expected deliverable(s) OR how this award will support a larger external grant application
 - Timetable for completion of project within one year

The following documents are NOT included in the 5-page limit:

6. **Budget and Justification** Please use the budget template provided on the REDCap online submission page or the FFE webpage and include a brief justification of budgeted items. Please note, the FFE funds are not intended to support or supplement faculty salaries. However, for PIs and co-PIs on 9-month appointments, a salary request is permitted but the combined PI/co-PI salary request is capped at \$4000 for Tier 1 proposals and \$2000 for Tier 2 and 3 proposals. FFE funds may be used for course buyouts upon approval of the department chair, however buyout requests should not exceed \$5000 for any tier. Project budgets that exceed the funding limit must describe the source of additional support.

YOUR BUDGET MUST BE SIGNED BY YOUR SUPERVISOR (DEPARTMENT OR DIVISION CHAIR, OR IF YOU ARE DEPT. CHAIR, YOUR DEAN), PRIOR TO FFE PROPOSAL SUBMISSION.

7. **Bibliography**

8. **Appendix** one-page appendix with supplementary figures, tables, etc. is allowed.

9. **Biosketch**

- If the intent is to use this FFE award to apply for extramural funding, the applicant may choose a biosketch format that fits that agency. NSF format should be used by default for all applicants not applying for other types of external funding.
 - The choice of biosketch must be consistent for all named applicants on the proposal.
10. Statement on human subjects and/or experimental animals (if applicable)
- If the proposed study involves the use of human subjects and/or experimental animals, the appropriate protocols **MUST** be filed for review with the Institutional Review Board (IRB) and the Institutional Animal Care and Use Committee (IACUC), respectively, at the time of application. A statement with the date when the protocol was submitted must be included with the final submission documents. If an IRB or IACUC protocol has already been approved, please indicate the approved protocol number and the date of approval and expiry. Applications without the accompanying required IRB and IACUC protocol submission will not be evaluated.

11. Letter of Collaboration

- Internal or external collaborators should include a **signed** letter of collaboration describing their role in the project and in preparation of this application. External collaborators should include any intended in-kind contributions to the project.

FFE SUBMISSION PROCEDURES

The proposal narrative, signed budget and budget justification, bibliography, biosketch(s), figures, appendix, and if appropriate, statement on human subjects and/or experimental animals and letter of collaboration, should be in pdf format. Submissions of proposals for this cycle will be online via REDCap. Please use this link to upload your proposal: https://redcap.link/FFE-HS_STEM_Educ. If you have questions regarding the REDCap submission process, please contact Dr. Alexis Petri in the Office of Research Development. If you have questions regarding the specifics of this intramural funding call for proposals, please contact RAC Chair: Dr. Tina Niemi. Since FFE awards are intramural, applications should not be submitted to ORS Pre-Award.

NOTE: All proposals must be submitted online by 5:00 CST on Thursday, March 21, 2024. Proposals that are not submitted by the deadline or do not conform to the submission guidelines (above) will be RETURNED WITHOUT REVIEW.

FFE PROPOSAL EVALUATION

Each proposal will be reviewed using the following criteria:

1. Do the intended outcomes (deliverables) of this application align with the FFE goals including development into a competitive application for an external grant (where appropriate)?
2. Are the deliverables feasible given the applicant's background, expertise, budget, timetable, and plan? AND is the budget and scope appropriate for the selected Tier?
3. Quality of Proposal (Clarity, Significance, Innovation): List the proposal strengths and weaknesses.

FFE PRODUCTION AND REPORTING REQUIREMENTS

At the completion of the FFE award, awardees will be required to submit two documents:

1. A brief report summarizing the research and creative results from the FFE project, including publications and public-facing scholarship.
2. A list of proposals submitted, along with funding status, as a result of FFE funding.
3. A summary of any publicity or additional acclaim attributed to UMKC as a result of the FFE project.

For 2 years following completion, an update to the second document must be submitted.

*****NOTE:** Failure to submit the required documents and/or absence of evidence of a proposal submission to an external funding agency will result in exclusion of all applicants on that proposal from applying for future FFE awards for a period of five years.