

The University of Texas at San Antonio



Collaborative Research Seed Grant

Program (CRSGP)

“Guidelines and Application”

FY 2010-2011



The Office of the Vice President for Research

Main Building Room MB 2.106

San Antonio, Texas 78249



Collaborative Research Seed Grant Program (CRSGP) FY 2010/2011

Purpose:

The Office of the Vice President for Research is providing up to \$110,000 in grants (contingent on state funding) to **start new and innovative collaborative and multidisciplinary research programs.**

Award Process:

The lead PI must be a UTSA tenured or tenure-track faculty member. Co-PI's must be from outside the department, college, center or institute of the lead PI. Proposals will be accepted in two categories: 1.) Proposals from multiple departments within a single college and 2.) Proposals from multiple UTSA colleges, centers, or institutes or a single UTSA organization with collaborators from one or more outside organizations (e.g. Southwest Research Institute, UTHSCSA or industry). Two awards within each category are anticipated. Maximum awards for Category 1 will be \$25,000 and maximum awards for Category 2 will be \$30,000. Funding will be used exclusively for research activities and not for non-research related or administrative costs. Funding from this program must be expended by 31 August 2010. Any remaining funding will be returned. Proposals which do not follow administrative instructions will be disqualified.

NOTE: In an effort to expand collaboration, PIs are encouraged to submit the name of their proposal and two or three non-proprietary descriptive sentences to Jim.Massaro@utsa.edu by 20 February. He will then post the topics on the VPR web site encouraging others to contact you if they would like to collaborate.

NOTE: PIs cannot put in for both the TRAC and CRSGP awards in the same year. The PI on one award however can be involved in the other award but not as a PI or Co-PI.

Strategic Plan:

The below five areas of collaborative excellence represent areas in which the University is further developing expertise and activities. While not restricting academic endeavors in unrelated areas, they provide focus for interdisciplinary research and educational opportunities and expanded strategic alliances with external partners, both public and private. CRSGP proposals however, must address one or a combination of the below areas.

- Health: The biomedical knowledge, technology, human resources, education, and policies needed for the maintenance and improvement of health, including fighting disease and the adverse effects of aging, are of critical importance in our global society.
- Security: A pervasive concern for security that has broad implications in today's rapidly changing world demands the knowledge, technology, resources, and policies necessary to ensure a safe environment for individuals, communities, and businesses.
- Energy and Environment: The challenges of ensuring the future availability of energy resources and a clean environment on a global basis while nurturing productivity require technologies, policies, and education.
- Human and Social Development: Holistic exploration of human and social development through education, economic and policy development, technology, the arts and humanities, and the sciences fosters discoveries that nourish both individuals and society.
- Sustainability: While facing the demands of our rapidly changing world, we must address issues of sustainability the importance of preserving our resources, infrastructure, and heritage for future generations, while ensuring their present availability for all people.

Seed Grant Review Committee:

The Seed Grant Review Committee (SGRC) will be comprised of representatives from each university college. The committee will make recommendations to the Vice President for Research who will make all final funding decisions.

Application Process:

Applications and instructions are available to download February 2009 at:
<http://vpr.utsa.edu/>

Hardcopy completed applications (8 cy) plus an original must be received by the Assistant Vice President for Research Development (Main Campus, MS Building 4.03.55) no later than 5:00 P.M. on 16 March 09. Funding decisions will be announced during the spring semester. A completed application will include the application form, a budget for the UTSA PI (s), a separate budget and a statement of work for each collaborator outside of UTSA (both needed for the sponsored research agreement), a maximum five page narrative (excluding citations, see below for administrative details), and lead and Co-PI CVs.

Criteria:

1. Breadth of collaborative efforts

2. Quality and clarity of proposal for non-specialist audiences
3. Uniqueness of proposal
4. Potential impact on UTSA
5. Extra consideration will be given to outside collaborators and new/unique collaborations.

Scoring:

Each of the first 4 criteria will be scored on a basis from 0-25 by each voting member of the SGRC. The 5th is scored from 0-5 points for a maximum total point score of 105.

Program Schedule:

16 March 09, 5 pm, application/proposals due to the Office of the Assistant VP for Research Development (MS 4.03.55)

23 Mar-13 April 09, SGRC review process

May 09, CRSGP awards announced

1 September 09, funding is released

31 Aug 10, grant is terminated

30 Sep 10, final report is due (30 days after termination) to the Assistant VP for Research Development's office

Grantee's Responsibilities:

8 copies plus an original required at turn in.

A CV is required from each of the PIs, (NIH format is fine).

The grantees must follow all applicable UTSA regulations and policies regarding the conduct of research to include department account rules and requirements.

A separate state account (14 account) will be set up in the PI's department and the grantees must follow all applicable 14 account rules and regulations.

PI's department will manage the new account.

No project may be started until relevant compliance regulations have been met regarding person or animal test subjects (if applicable).

The VPR will schedule two (2) program reviews during the life of the grant to get a project update and financial expenditures report.

A final report detailing the research conducted under these grants must be submitted to the Office of the Vice President for Research within 30 days of award completion.

For any questions concerning the CRSGP award please contact: Mr. Jim Massaro, phone, 210-458-6691, Cell-210-842-0978, E-mail Jim.Massaro@utsa.edu. See attachment 1 for rules and administrative details.

NOTE: Submitters should realize depending on committee workload there may not be feedback comments.

Attachment 1 **Rules and Administrative Details:**

The emphasis of this grant is on collaboration.

All indirect costs are waived.

Proposal routing should follow standard UTSA routing: faculty member to Dean to OSP or if through a Center or Institute, faculty member to Institute/Center Director to Dean to OSP.

No administrative or non-research costs may be paid from this grant.

Narrative will be single spaced

12 point font

Times New Roman

1" margins

The Narrative is to be no more than 5 pages in length (disqualifying if longer and excludes citations); and written in layman's terms (see criteria #2) and must answer the following questions:

Why is the proposed research important?

What are the collaborative activities and how are they unique?

How will the collaborative activities be performed?

What is the potential impact on UTSA and how will this be achieved?

How will the program be expanded following the seed award?

PIs may have outside reviewers look over the proposal.

No limit on collaborators

Monies can be shared: supplies, travel (ex., conferences) etc.

No limit on the number of proposals a PI may be on.

No cost extensions will not be given.

Awardees funding will be transferred to his/her department for management.

Any money not used by 31 Aug 10 will be returned to the VPR's office.

Individuals who receive funding from this grant are not eligible to receive Tenure-Track Research Award Competition (TRAC) funding as well.

Awardees may not apply for this grant two years in a row.