

College of Fine Arts Incentive Seed Grant Program

Deadlines for submission to the Dean's Office: December 1

Mission:

- To support and encourage areas of research likely to generate extramural funding
 - To provide economic support to faculty members as they develop proposals for extramural funds that will support projects long-term
 - To raise the profile of research activities in the College of Fine Arts
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Eligibility:

- Only one proposal per applicant will be accepted in any application cycle.
- There are no restrictions on research collaborators, but information regarding collaborators must be included in the proposal.
- Proposals already submitted to an extramural agency or already reviewed and found non-competitive by an extramural agency will not be accepted. However, the Committee and Dean will consider proposals previously submitted to an extramural agency that were declined on the basis of insufficient preliminary information if the PI submits an official letter from the agency specifically stating the deficiency or absence of preliminary information and has a plan for resubmission.
- If an application is unsuccessful in the CFA, the CFA will accept a revised proposal once. Revised proposals must indicate changes from previous proposals and responses to reviewer comments.
- Preference will be given to proposals that: (1) have a high potential for extramural funding, (2) have significant merit in creative & scholarly arts research, and/or (3) build cross-disciplinary research partnerships.

Budget Maximums:

The maximum budget is \$3,000. Allocation of seed funding will take into consideration the anticipated budget sought from an external agency, including factors such as support for student research assistants, total dollar amount of direct costs, and F&A that might be returned to the University. The budget is intended to provide support necessary to make a project competitive for external funding. The CFA Incentive Seed Grant is not intended to fund an entire project.

We strongly recommend that applicants discuss budgets for seed grant proposals and the anticipated budgets for external grant proposals with the Associate Dean for Research prior to submission.

Review Criteria:

Proposals will be evaluated using the following criteria:

- Does the project have a high chance of receiving extramural support?
- Have extramural opportunities been identified and are they reasonable?
- Does the applicant have the experience necessary to carry out the project?
- Are the significance and merit of the research clearly conveyed?
- Are the goals and expected results clear and are they reasonable, given the resources available?
- Are the project methods outlined and do they reflect the goals stated in the proposal?
- Will the project strengthen the national and/or international reputation of the CFA and/or will the project benefit the CFA long-term?

Proposal (please include the following):

1. Title page: 1 page
 - Project title
 - Date of submission
 - PI name, title/rank, and department affiliation
 - Name, title/rank, and affiliation of any collaborators
 - Total amount requested
 - Abstract (approximately half of one page)
2. Project Description: 2-3 pages
 - General background and significance of the research
 - Specific goals and anticipated results
 - Discussion of project methods
3. Summary of changes and response to reviewers' comments (resubmissions only): 1 page
4. Bibliography: 1 page
5. Plan for extramural support: 1-2 pages
 - Provide a specific plan for development of an extramural proposal, including answers to the following questions:
 - From which extramural programs will you seek support? Please include deadlines.
 - If you have not yet identified specific extramural funding opportunities, which potential funding programs will you monitor for RFP announcements and on what basis do you assume they will likely announce RFPs relevant to your project in the near future?
 - Why do you anticipate that this research will leverage external support?

- Who will read and comment on your proposal before it is submitted for external funding?
6. Draft of the budget for the project to be submitted to an external agency. Please consult with the Associate Dean for Research or the CFA Grants Coordinator.
 7. CFA Incentive Seed Grant budget:
 - The budget must not exceed the relevant maximum of \$3,000.
 - Please include clear line items, as well as a justification for how the use of these funds will facilitate the submission of the proposal to an external agency.
 8. Current & Pending Support: List all grants received or applied for in the past 5 years, including from the University or CFA.
 9. CV of the PI and CV or resume of any collaborator(s).
 10. Letter of support from a colleague qualified to speak to the quality and fundability of the research project.

Reporting Requirement:

Within one year of completion of this phase of the project, successful applicants must submit at least one proposal for extramural funding and provide a copy of this proposal to the CFA as the final report for the Incentive Seed Grant. PIs must submit final reports prior to making an application to support a new project with another Incentive Seed Grant.

Funds Availability:

Funds will be transferred to the faculty member's home department/school and be available within one month after notification of the award.

Submission:

Please submit your proposal in the [InfoReady application](#). More information can be found on the [CFA website](#).