LSU | Office of
Research & Economic Development

FACULTY RESEARCH GRANT PROGRAM

GENERAL APPLICATION GUIDELINES

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PROGRAM DESCRIPTION

The Faculty Research Grant (FRG) program is intended to provide seed funding for new research projects, and provide resources for major planning grants. Faculty are required to leverage the funding they receive from the FRG by submitting at least one full proposal to an external federal funding agency, national foundation, or industrial source before reapplying to this program. Preference will be given to faculty who are in the initial stages of building a research career, who are returning to the funding arena, who are exploring a new research focus, or who are working with an established or emerging group to create a nationally recognized center of excellence in support of a substantive research area. All proposed projects should align with one or more of the 7 strategic research priority areas delineated in the Office of Research & Economic Development Strategic Plan.

There are three components to this program: Emerging Research Grants, Grand Challenge Grants and Special Purpose Bridge Funding Grants. Faculty may be a participant in only one (1) grant proposal per funding year. All programs are intended to stimulate interactions across disciplines, departments, colleges, and programs. In addition, these grants are seed funding programs designed to serve as leverage for attracting additional funding. As such, an integral part of each proposal should be to demonstrate how funding for this project will directly lead to the development of additional funding requests.

EMERGING RESEARCH GRANTS (FRG-E)

The vision of the Emerging Research Grants is to support innovative research in emerging areas that have the potential for continued support from external sources. Emerging research grants are limited to a maximum of $10,000 over one year, and typically involve a small group of faculty or a single investigator from eligible departments.

AREAS OF RESEARCH

Projects and proposals should be focused on emerging research areas in one of the seven focal areas from the ORED Strategic Plan. These include:

- Individual Behavior & Community Context
- Communication & Expression
- Biological, Biotechnology & Biomedical Research
- Coastal Sustainability & Environment

- Conventional and Renewable Energy
- Materials Science & Engineering
- Core Computing/High Performance Computing

PROJECT DELIVERABLES

All projects should include clearly defined deliverables that address the following:

- Projected output of research (papers/articles, proposals for future funding)
- Long range planning
  - Targeted funding programs & agencies for future funding
  - 5-year research plan
  - Data management plan
- How this project addresses the strategic needs of the department, college and university, including but not limited to:
  - Diversity
  - Undergraduate Research
  - Community Impact

GRAND CHALLENGE RESEARCH GRANTS (FRG-GC)

The vision for this program is to foster the development of interdisciplinary research teams for the purpose of securing center-scale multi-year funding for a center of excellence from federal or philanthropic sources in emerging or grand challenge research areas. This includes providing team science workshops for interested teams, grant writing support through the Office of Research Advancement, and seed funding to support initial program development, travel, and grant writing.

To address this vision, Principle Investigators must develop proposals whose goals are to:

- seed innovative research efforts in emerging areas that are fundable priorities for federal or philanthropic agencies
- secure long-term center-scale ($1M +) funding from external sources to support such research
- train LSU faculty in team science and collaborative research techniques

This program will support up to three (3) projects at up to $150,000 over two (2) years.

AREAS OF RESEARCH

Projects should be focused on emerging or grand challenge problems in one of the seven focal areas from the ORED Strategic Plan (Individual Behavior & Community Context; Communication & Expression; Biological, Biotechnology & Biomedical Research; Coastal Sustainability & Environment; Conventional and Renewable Energy; Materials Science & Engineering; Core Computing/High Performance Computing) or in an area identified as priorities by the President's Office of Science and Technology Policy, the National Institutes of Health and the National Science Foundation. These topics include:

- Cancer Moonshot
- Precision Medicine Initiative
- Revolutionizing Future Computing
- Embedding Data Ethics across Data-Driven Curriculum and Research
- Inclusive Entrepreneurship
- Maker Movement
- Smart Cities
- Active Learning in STEM
- Research Convergence.

PROJECT DELIVERABLES

Grand Challenge proposals must involve at least five faculty members with primary appointments representing at least two or more colleges. All projects should also include clearly defined deliverables that address the following:

- Targeted funding programs & agencies
- Team science training plan
- 5-year research plan
- Data management plan
- How this project addresses the strategic needs of the department, college and university, including but not limited to:
  - Diversity
  - Undergraduate Research
  - Community Impact

SPECIAL CRITERIA

Applicants should pay very close attention to the following issues in the development of these proposals:

- Will the project lay the foundation to attract funding for the establishment of a national center or institute of excellence in one of the 7 strategic research priority areas identified in the ORED Strategic Plan, or in a priority area for a national agency?
- Will the proposed work be in response to a known or anticipated RFP?
- Does the proposal explain the role of each researcher involved?
- Are the roles clearly defined?
- Does it appear that all of the researchers can and will contribute to the project?

SPECIAL PURPOSE BRIDGE GRANTS (FRG-B)

The Special Purpose Bridge Program is designed to sustain either new or continuing research projects that have been competitively reviewed and require additional seed funding to enhance a revised application for extramural funding. The program is intended to provide one-time support to eligible Principal Investigators (PIs) to assist with establishing or re-establishing external funding (e.g. NSF, NIH, DOD, etc.).

The size of the award request will not exceed $10,000. Applicants may only apply for one year's funding at a time. The applicant College, Department or Unit **must** provide significant co-funding beyond the requested funding from the LSU Office of Research & Economic Development (ORED).

FUNDING CONSTRAINTS

Faculty salary <u>cannot</u> be supported through this mechanism and will remain the responsibility of the unit (college, school, department, center, or institute) that incurred the original obligation. A letter of nomination and support will be required from the department chair, dean or director responsible for providing salary and space support to the.

Assistance can be requested for the following expense categories: lab supplies, animal care, salaries and benefits for research support personnel.

Funding from this program cannot be used for: travel, budget overdraft coverage, PI and co-PI salaries (including summer salaries), administrative costs (i.e., school and departmental surcharges), equipment.

AREAS OF RESEARCH

Projects and proposals should be focused on emerging research areas in one of the seven focal areas from the ORED Strategic Plan. These include

- Individual Behavior & Community Context
- Communication & Expression
- Biological, Biotechnology & Biomedical Research
- Coastal Sustainability & Environment
- Conventional and Renewable Energy
- Materials Science & Engineering
- Core Computing/High Performance Computing

PROJECT DELIVERABLES

All projects should include clearly defined deliverables that address the following:

- Projected output of research (papers/articles, proposals for future funding)
- Identified future funding source(s) with documentation of previous applications (if appropriate)
- Documentation of direct support from college and departmental sources

ELIGIBILITY

All members of the faculty (tenure track and research) of departments that participate in LSU's indirect cost (F&A) return program are eligible to apply for a Faculty Research Grant as follows:

- Appointees in the rank of assistant, associate and full professor (tenure-track and research) with the exception of persons known to be in their last year of campus employment are eligible.
- Appointees with only adjunct titles are not eligible.
- Faculty on leave without pay are not eligible for a FRG unless approved as an exception by the Vice President for Research & Economic Development. A letter requesting an exception must be included in the application.
- Each faculty member may only be involved in one proposal in any capacity. You must choose to participate in either the small or interdisciplinary grant program.
- Faculty in the School of Veterinary Medicine are eligible to participate as an interdisciplinary research team member, but not as lead PI, under a special agreement between the Office of Research & Economic Development and the School of Veterinary Medicine.
- If you currently hold an unexpired FRG, you are ineligible for this year's program.

GENERAL SUBMISSION GUIDELINES

The following submission guidelines should be followed for all proposal types:

- Submission of the proposal must be through the ORED Grant Submission Portal, https://lsu.infoready4.com/
- Name and affiliations of all LSU faculty co-PIs must be included in the online application.
- The research description can be no more than five pages.
- Each member of the interdisciplinary team must submit a current C.V. and publication list for the last three years (two-page maximum each).
- Current and pending funding for each co-PI
- Proposal budget cannot exceed $10,000 over one year (emerging research, special purpose seed/bridge funding) or $150,000 over two years (grand challenge).

DOCUMENT GUIDELINES

Submission of the proposal must be through the ORED Grant Submission Portal and must be submitted no later than 5:00 PM CST, on the first Friday of November. There is no deadline for Special Purpose Bridge proposals, as they are reviewed year-round.

- The proposal file must be uploaded in electronic format (PDF).
- Please use a common system font (i.e. Times, Times New Roman, Arial) of 12-point size. The right and left margins must be no smaller than 0.75 inch. Top and bottom margins must be no smaller than 1 inch. Please number the pages consecutively beginning with the cover sheet.
- The complete document **must** contain the items below and **in the order given**. The file can be continuous, i.e., a new page is not needed for each item. Be sure that each new section is clearly labeled.

PROPOSAL SECTIONS:

1. **Cover Sheet (1 page)**: The cover sheet must include a title and a short abstract. The percentage of the PIs research time that will be devoted to the project must also be included.
2. **Research Description (5 pages)**: The research description should not exceed **five** (5) double-spaced pages (12-point font). Provide citations to the literature as appropriate. The list of references is not included in the page count limit, but can be no longer than one (1) page. The research description should contain the following:

a. The significance of the project relative to research in its general field, stated in language that can be understood by an educated non-expert. This section should include the intellectual merits and broader impacts of the research. For example, has a similar question been addressed previously? How is the proposed work an improvement?

b. The specific goals (problems, questions, hypotheses). Indicate the expected time when these goals will be achieved. If the work is expected to extend beyond the life of the grant, describe what part will be completed with the funds requested.

c. A clear description of the work to be carried out. Describe the role of the personnel requested in the budget.

d. How this project will lead to the development of additional funding applications to federal agencies, national foundations, or industrial sources.

3. **Literature Cited (1 page max)**: Standard citation formats for the proposers academic fields can be used.

4. **Human, Vertebrate Use**, etc.: The special authorizations listed below, if required, should be indicated by including the protocol number and/or authorization number on the cover sheet. If the protocol is pending, please so indicate. See the following for guidelines:

   - Human Subjects: **IRB website**
   - Vertebrate Animals: **IACUC website**
   - Recombinant DNA Use: **IBRDS/RO website**
   - Radioisotope Use: **Radiation Sources website**

5. **Proposal Budget**: The proposed budget sheet must be completed and a Budget Justification must be provided. The budget justification should briefly address all of the items listed on the budget and cannot exceed $10,000 for Emerging Research and Bridge Funding proposals or $150,000 for Grand Challenge proposals. **Indirect cost** charges will not be applied to this program, but **fringe benefits** rates do apply. Vague or missing justifications will lead to denial of a grant or to an award with a reduced budget. If funds for personnel are requested, for example, a graduate assistant, research associate, or postdoc, be specific as to what the person will be doing and what expertise he/she requires (e.g., computer knowledge, statistics). If the person to be hired is a graduate student, please be specific in the length of appointment and percentage of effort. Any fringe benefits must be included within the personnel budget. If the budget includes funds to hire a consultant, include the hourly rate and justify the need for a consultant. All items, including computer hardware and software, must be justified in terms of the proposed research. Please note that under supplies and expenses the items "copying and mailing" and "telephone and fax" are limited to $250 and $300 respectively. Exceptions must be clearly justified in terms of the proposed research. Please refer to the specifics regarding allowable expenses below. University guidelines apply.

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6. **Final Report for prior funded FRG proposals**: If you have received a Faculty Research Grant in the past, include a copy of the final report describing the results. You must also indicate where you have submitted a proposal for external funding and include the results (funded amount/declined) or the expected date of notification. You should include a web link to the program. All applicants must include a brief description (500-word maximum) of prospective extramural funding. Reports are due to ORED 90 days after the funding cycle ends.

7. **C.V. & Publications (2 pages max per investigator)**: See NSF GPG Exhibit II-7 for the definitions of Senior Personnel. Include degrees and dates awarded, a list of positions held, and a list of recent publications by year for the last three years (no more than two pages).

8. **Current and Pending Funds (1 page max per investigator)**: Grants and contracts (intramural and extramural, including this proposal) and their dollar amounts and durations. All funds available to P.I. must be stated whether or not they can be used for the work described in the proposal; include start-up funds, departmental/college support, CoR Summer Stipend, Faculty Research Grant support etc.

9. **Applications for the Special Projects Bridge** program must also include:
   a. A letter of nomination and support by the Dean or Director representing the applicant detailing the main reasons why the nominated faculty should be supported under this program. The letter should also provide information on financial support (co-funding) provided by the home department and college of the applicant. It is expected that Department **and** College will provide a significant portion of the overall required funding.
   b. Information on the grant that the applicant is requesting to bridge, including sponsor, funding mechanism, title, funding period, and amount.
   c. External review documents of the grant to be bridged **(including original unedited priority scores)** and information on the number of revised applications, agency comments on unfunded proposals, priority scores and pay lines. These documents should be uploaded to the grants portal.

ALLOWABLE/NON-ALLOWABLE ITEMS

Examples of Allowable Expenses for Emerging Research and Grand Challenge projects:

- Graduate student, postdoc, and research associate support and research supplies.
- Consultant assistance on an hourly basis needed for pre-evaluation of proposals or pre-proposals by external evaluators.

- Travel and subsistence for the collection and processing of data directly related to the project, including travel to libraries, research facilities, field stations, and reserves of the University. Requests for travel abroad must be strongly justified.
- Purchase or rental of scientific equipment (including computers) essential to the project that is not available for shared use elsewhere on campus. Requests must be strongly justified.
- Copying, shipping and mailing is limited to $250 unless there are unusual circumstances and strongly justified.
- Electronic communication expenses are normally limited to $300 – any request for more than that amount must be justified.
- Recharges for equipment time from LSU units.
- Transcription services and publishing subventions.

Please Note: All books, films, equipment, etc., purchased with FRG funds are the property of LSU when they have served the grant holder's purpose.

Examples of Non-Allowable Expenses for Emerging Research and Grand Challenge projects:

- Any and all faculty salaries, including teaching buyout or summer salary
- Routine typing of manuscripts
- Purchase of periodicals, journals, and published papers
- Curricular and administrative studies
- Preparations of textbooks or commercial recordings of musical pieces
- Purchase, rental or maintenance of furniture and office equipment
- Travel to conferences or sabbatical headquarters–there are no exceptions

ALLOWABLE/NON-ALLOWABLE ITEMS (SPECIAL PURPOSE BRIDGE)

Examples of Allowable Expenses for Special Purpose Bridge projects:

- Lab supplies
- Animal care
- Salaries and benefits for research support personnel

Examples of Non-allowable Expenses for Special Purpose Bridge projects:

- Travel
- Budget overdraft coverage

- PI and co-PI salaries (including summer salaries)
- Administrative costs (i.e., school and departmental surcharges)
- Equipment

REVIEW CRITERIA

The Faculty Research Grant Proposals are reviewed by a peer-review process using domain-specific LSU faculty. Once the peer-review process is completed, the proposals are reviewed again by ORED administrative staff and leadership for final determination. Because we have limited funds to support this program, we will not approve proposals that do not meet the base criteria for this program and do not result in future development, funding or publication.

Review criteria for these proposals is as follows:

1. Does the researcher state the basic purposes of her/his work clearly? Does the researcher define objectives that are realistic and achievable? Does the researcher identify important questions in the field? Does the project align with one of the 7 strategic research priority areas identified in the ORED Strategic Plan?
2. Does the researcher show an understanding of existing scholarship in the field? Does the researcher bring the necessary skills to her/his work? Does the researcher bring together the resources necessary to move the project forward?
3. Does the researcher propose methods appropriate to the goals? Does the researcher effectively apply the methods selected? Does the researcher suggest modified procedures in response to changing circumstances?
4. Does the researcher propose reasonable outcomes? Does the researcher's work add consequentially to the field? Does the researcher's work open additional areas for further exploration? Does the researcher plan to present her/his findings in an appropriate forum?
5. Does funding impact a faculty member who is in the initial stages of building a research career or returning to the funding arena or exploring a new research focus area?
6. Is there a significant need for funding in light of the researcher's current and pending funding streams?
7. Does the researcher identify a specific funding source or program to which a larger scale proposal generated from this seed money can be sent? Does the research commit to soliciting additional funding from multiple sources?
8. **Grand Challenge Proposals only**: Will the project lay the foundation to attract funding for the establishment of a national center or institute of excellence in one of the 7 strategic research priority areas identified in the ORED Strategic Plan? Will the proposed work be in response to a known or anticipated RFP? Does the proposal explain the role of each researcher involved? Are the roles clearly defined? Does it appear that all of the researchers can and will contribute to the project?

9. **Special Purpose Bridge Proposals only**: Does the proposal have significant support from the PIs home department and college? Does the underlying project demonstrate significant support from a funding agency for future funding or renewal?