

Collaboration for Unprecedented Success and Excellence (CUSE) Grant Program Request for Proposals (RFP) for 2021 Funding Cycle

I. The Purpose of the Program

Syracuse University's Office of Research is pleased to announce the 2021 funding cycle for the CUSE (Collaboration for Unprecedented Success and Excellence) Grant Program. The purpose of this intramural grant program is to grow the research enterprise, enhance interdisciplinary collaborations, and increase both extramural funding and high-quality scholarly output by Syracuse University faculty.

Generally, CUSE Grants should not be viewed as funds to complete projects, but rather as seed funding to initiate new projects, build interdisciplinary teams, produce preliminary data, and to prepare projects to compete for extramural funding. Those aims of the program remain in place; however, for the 2021 funding cycle, we have added a new COVID-Relief opportunity that aims to assist faculty impacted by COVID-19 to maintain their research productivity and/or complete projects. The expectations for CUSE Grant recipients include subsequent pursuit of extramural funding and the production of significant scholarly products – results that will increase the national and international recognition of the awardees, their programs, and the university.

II. Summary of Changes for 2021 CUSE Grant Program

In the 2020 round, the CUSE Grant Program funded 59 projects across the humanities, social sciences, creative arts, and STEM research areas. For the 2021 funding cycle, the CUSE Program will continue to focus on enhancing the reputation of Syracuse University and leveraging extramural funding and prestigious awards, utilizing the previously established four main grant types: 1) Seed Grants; 2) Innovative and Interdisciplinary Research Grants (I2); 3) Good to Great Grants (G2G); and 4) Interdisciplinary Seminar Grants (Seminar). However, the 2021 CUSE Program incorporates significant changes in response to requests from the Syracuse University research community. These include:

- The addition of a fifth grant type – the COVID-Relief Grant – to support ongoing research projects impacted by COVID-19.
- An increase in the amount of funding that can be requested for equipment on the I2 and G2G grants, from \$5,000 to \$10,000.
- A reduction in the number of proposal documents needed for all grant applications, especially for the smaller funding opportunities, to reduce the burden of application completion.

Full details regarding these changes are incorporated in the revised RFP below. For any questions regarding these changes or the general requirements for applications, please consult the [Frequently Asked Questions](#) posted on the Office of Research website, or email Program Manager, Christina Leigh Docteur (cdocteur@syr.edu). A virtual general information session will be held on January 20, 2021, 10:00-11:30. [Registration is required](#). Additional information sessions will be announced in January.

III. Priority Areas

The CUSE Grant Program supports faculty research in all disciplines, spanning: basic, translational and applied sciences; social sciences; physical and life sciences; engineering; liberal arts; humanities; professional schools; creative arts; and various forms of scholarly activities. The program focuses on proposed projects that are well aligned with extramural funding, including federal, state, corporate, foundation, and philanthropic funds. Priority is also given to projects related to existing strategic interdisciplinary initiatives, as well as to disciplinary research areas with great potential for extramural funding and institutional recognition. Examples of interdisciplinary initiatives include the 10 cross-

disciplinary clusters supported by [Syracuse University's Cluster Hires Initiative](#). In addition, recognizing the worldwide and long-term impact of the pandemic, a new priority area for *COVID-19 related research projects* has been added for the 2021 CUSE Grant Program.

While the CUSE Grant Program encourages interdisciplinary collaborations, applications from disciplinary research areas that are highly innovative, with great potential for significant scholarship and extramural funding opportunities, are also encouraged. Finally, special consideration will be given to supporting junior faculty, as helping junior faculty to establish their research agendas and succeed is of great importance to the future of Syracuse University.

IV. Lead Principal Investigator (PI) Eligibility

Syracuse University encourages collaborations, particularly multidisciplinary and interdisciplinary collaborations. However, for accountability, the Principal Investigator retains primary responsibility for project oversight.

- For all grant categories, Principal Investigator (PI) eligibility follows the institutional requirements set forth in the University's [Statement of Principal Investigator Eligibility](#). Waivers for PI eligibility may be requested by submitting a completed [Request to Waive PI Eligibility](#) form to Stuart Taub, Director of Sponsored Programs at staub@sy.edu. Waiver requests must be received by Monday, February 22, 2021.
- While PIs are encouraged to include and support graduate and undergraduate students on their proposals, students are not eligible for PI status, nor are they eligible for PI waivers.
- Applicants may neither submit a proposal for a CUSE Grant if they currently **serve as a PI on an active CUSE Grant**, nor submit an application as PI for more than one new CUSE grant. Two exceptions to this rule apply:
 - **Exception 1: Seminar Grants:** A PI may apply for a Seminar Grant if they currently have any other type of active award (Seed, I2, G2G). Alternately, a PI may apply for a Seed, I2, G2G, or a COVID-Relief Grant if they have an active Seminar Grant.
 - **Exception 2: COVID-Relief Grants:** A PI may apply for a COVID-Relief grant if they currently have any other type of active award (Seed, I2, G2G, Seminar). A PI may also apply for any other type of CUSE grant (Seed, I2, G2G, Seminar) in combination with a COVID-Relief Grant.
- Applicants may serve as Co-PI or Co-Investigator (Co-I) on multiple CUSE Grants or applications.

Please note that while the exceptions listed above are allowable, preference will be given to applicants with no prior CUSE Grant funding for the Seed, I2, G2G, and Seminar Grants. Additionally, applicants with prior CUSE Grants or existing CUSE Grants that fit the exceptions listed above must complete a "Results from Prior CUSE Grant" document as part of their application (details further below).

V. Project Duration

For all 2021 CUSE Grant awards, the project start date will be June 1, 2021. All CUSE Grants are awarded for a two-year project period, though project activities may be completed before the end of the two-year period. All CUSE Grants will be fully funded when the account is established. No-cost extensions are permitted if a reasonable justification for the extension is provided. CUSE Grants may be extended for a maximum of one (1) year with the approval of the Office of the Vice President for Research.

VI. Types of Application and Funding Levels

- 1) Seed Grant: \$5,000 maximum. Applications may be submitted by individuals or teams. Seed grants

provide funding to initiate new projects, produce preliminary data, or to conduct small projects.

- 2) Innovative and Interdisciplinary Research Grant (I2): \$30,000 maximum. Applications may be submitted by individuals or teams. As indicated by the grant name, I2 grants provide funding for projects that are innovative and/or interdisciplinary in nature, and competitively positioned for success. Individual applicants must demonstrate the potential for success without the need for collaboration.
- 3) Good to Great Grant (G2G): \$30,000 maximum. Applications may be submitted by individuals or teams. For G2G Grant, the lead PI for the G2G proposal must have submitted an unsuccessful (not funded) extramural grant as lead PI, which received “Outstanding,” “Excellent,” “High priority for funding,” or equivalent reviews from an extramural grant review panel.
- 4) Interdisciplinary Seminar Grant (Seminar): \$7,500 maximum. Applications may be submitted by individuals or teams. This grant is designed to cover the costs of an interdisciplinary seminar series (e.g., honoraria for invited speakers, seminar materials, refreshments, space rental, travel). The Seminar Grant is not intended to fund research activities of the PI, Co-PIs or Co-Is, or costs for departmental seminars. The maximum amount for Seminar Grants has been reduced for the 2021 competition due to anticipated continued reduction in travel due to the pandemic.
- 5) COVID-Relief Grant: \$15,000 maximum. Recognizing that the pandemic has caused disruptions in research, applications are accepted for grants to fund the continuation or completion of an ongoing - research project that has slowed or stalled due to impacts from the pandemic. Funding may be requested for graduate student research assistance, the addition of collaborators to a project, support for assistance for data analysis, or other relevant costs that will reinvigorate stalled research. A description of how funds will be used must be included in the project narrative for COVID-Relief Grant applications. Additionally, the funding request must be justified as proportional to the size and scope of the research project impacted by the pandemic.

For each grant type listed above, both individuals and teams are eligible to apply. However, to be competitive, **individual applications must demonstrate the innovative nature of the work, and team applications must be interdisciplinary.** Additionally, the Office of Research may reduce award amounts for all grant types depending on the volume and types of proposals received. Collaboration with researchers outside of the University is permitted; however, CUSE Grant funds may not be subcontracted to other institutions.

VII. Proposal Instructions

- 1) Online application form
 - a. Access the application page at <https://syracuse.infoready4.com/#competitionDetail/1830648>
 - b. On the right-hand side, under Application Tools, click “Apply”
 - c. Click the Syracuse University Login button and use your NetID and password to log into the Application Portal
 - d. Complete the **application details screen** (name and email will pre-fill):
 - PI appointment title, tenure status, school/college, department/ center/institute, and departmental budget administrator name and email
 - Co-PI/Co-I roles, names, emails, appointment title, tenure status, school/college, department/center/institute
 - Type of application (Seed, I2, G2G, Seminar, COVID-Relief)
 - Proposal title
 - Total funding request

- Indicate if this project involves: Human subjects, Animal research, Hazardous materials, Existing (protected) IP, Potentially non-routine data management (HIPAA etc.), Export controls.
- Indicate if this proposal has been previously submitted for CUSE funding by yourself as PI or by any named Co-PIs or Co-Is.
- **Project Summary:** Include a summary of no more than 250 words in the text box provided.

2) Upload Files

Each grant type described above requires specific proposal components. These components are identified in Table 1 and described further below. All uploaded files should conform to the following formatting requirements:

- Minimum font size 11 points or larger, with a font face of Arial, Calibri, Times New Roman or Computer Modern. Other font faces and sizes may be used for mathematical formulas or equations, figures, tables or diagram captions; however, the text must still be readable.
- Single-spaced 8.5" x 11" pages with 1" margins on all sides (except the budget, current and pending, and conflict of interest documents, which print with pre-formed tables)
- Proposal components requiring multiple documents, such as a proposal with multiple senior personnel requiring multiple biographical sketches, must be combined and uploaded as a single document. Each proposal component file should be named by with the PI Last name followed by the proposal component it represents (e.g., PILastName_ProjectNarrative.pdf, PILastName_ReferencesCited.pdf, PILastName_BiographicalSketch.pdf, etc.)

Table 1. Documents required by grant program

	Seed Grant	Innovative and Interdisciplinary Research Grant (I2)	Good to Great Grant (G2G)	Interdisciplinary Seminar Grant (Seminar)	COVID-Relief Grant
Project Narrative	Required, 3pp max	Required, 6pp max	Required, 6pp max	Required, 3pp max	Required, 3pp max
Results from prior CUSE	If applicable, 2pp max	If applicable, 2pp max	If applicable, 2pp max	If applicable, 2pp max	Not applicable
References Cited	Required	Required	Required	Required	Required
Response to previous review	If applicable, 1pg max	If applicable, 1pg max	Required, 4pp max	If applicable, 1pg max	Not applicable
Budget	Required, \$5K max	Required, \$30K max	Required, \$30K max	Required, \$7.5K max	Required, \$15K max
Budget justification	Not applicable	Required, 3pp max	Required, 3pp max	Required, 3pg max	Required, 3pg max
Biographical sketch	Required, 5pg max	Required, 5pg max	Required, 5pg max	Required, 5pg max	Required, 5pg max
Current and pending	Not applicable	Required, PI only	Required, PI only	Not applicable	Required, PI only
Conflict of interest	Required, PI & Co-PIs, SU conflicts	Required, PI & Co-PIs, SU conflicts	Required, PI & Co-PIs, SU conflicts	Required, PI & Co-PIs, SU conflicts	Required, PI & Co-PIs, SU conflicts

PROJECT NARRATIVE – Limited to 3 to 6 pages based on application type (required).

- Seed Grants, Interdisciplinary Seminar Grants, and COVID-Relief Grants – Maximum three (3)

- single-spaced pages, including figures, and tables.
- Interdisciplinary Research Grants and Good to Great Grants – Maximum six (6) single-spaced pages, including figures, and tables.
- Page limits will be strictly enforced to ensure fair and equitable review.
- Applicants should keep in mind that Review Committee members represent a variety of disciplines from across the university. Therefore, applicants must avoid excessive jargon and write in a style clear to reviewers who are not experts in the specified area.

The Project Narrative should include the following information:

- i. **Introduction and Key Personnel.** The introduction should include a clear statement of the research question/problem, long-term goal(s), and supporting objectives or research questions of the proposed project. Summarize the body of knowledge or other past activities that substantiate the need for the proposed project. Describe ongoing or recently completed significant activities related to the proposed project including the work of key project personnel. Include preliminary data/information pertinent to the proposed research or activity. Describe the roles and responsibilities of the PI, Co-PIs, Co-Is. All works cited should be referenced (see item 2C References Cited of this section). This is the section to set the stage for your project to answer a significant question or to resolve a significant problem. *For COVID-Relief applications, use this section to describe the funded project that has stalled, including identifying any existing funding sources for this project, and how research activities have been impacted by the pandemic.*
- ii. **Rationale, Significance, and Broader Impact.** Concisely present the rationale behind the proposed project; the specific relationship of the project’s objectives to one or more of the priority areas; the potential long-term and broader impact; and the potential of this project to enhance future extramural grant applications or to produce significant scholarship. Broader impacts can be defined as the greater potential societal benefit, but also the broader impact within Syracuse University, within your field, as well as within the local community. In this section, explain why your project should be funded.
- iii. **Approach.** The activities proposed or problems being addressed must be clearly stated and the approaches being applied clearly described. Specifically, this section should include: a) a description of the activities proposed and the sequence in which the activities are to be performed; b) methods to be used in carrying out the proposed project, including the feasibility of the methods; c) considerations of alternative methods and if the proposed method is state of the art; d) expected outcomes; e) means by which results will be analyzed, assessed, or interpreted; f) how results or products will be used; g) pitfalls that may be encountered and alternative approaches to compensate for pitfalls; h) limitations to proposed procedures; and i) a full explanation of any materials, procedures, situations, or activities related to the project that may be hazardous to personnel, along with an outline of precautions to be exercised to avoid or mitigate the effects of such hazards. If specific facilities or resources are necessary to complete the work, please include a brief description and availability of those resources in this section. Also include a brief timeline of the proposed project. *For Seed Grant applications – as no separate budget justification is required – please use this section to indicate how funding will be used.*
- iv. **Intent to Leverage CUSE Funding** Indicate how you will leverage CUSE funding to further pursue extramural grant funding, including listing what funding agencies and specific programs may be targeted, why these sources will be targeted (how is the topic competitive for external funding), and how CUSE funding will be impactful for those applications. For

disciplines where external funding is limited, describe how the CUSE grant will enable you to leverage success to enhance the reputation of Syracuse University, through increased competitiveness for prestigious awards, through the creation of significant new scholarly products or creative output, or through the creation of unique educational programs or collaborations. *For COVID-Relief applications, use this section to discuss why funding is needed. Specifically, detail how CUSE funding will move the stalled project forward, and what progress will be enabled that would otherwise not be possible without relief funding.*

RESULTS FROM PRIOR CUSE GRANT – Limited to 2 pages (if applicable).

For lead PIs who previously received a CUSE Grant, you must include a detailed description of how you leveraged your previous CUSE Grant to secure extramural funding and/or enhance the reputation of Syracuse University. Information on results from prior funding should include: the year, title, and amount of the previous CUSE Grant; proposals submitted and/or awards received, including titles, amounts, and extramural funders (do not list Syracuse University intramural grants); a list of publications, patents, or other significant research outputs; and a description of relevant meetings, seminars, or presentations conducted.

REFERENCES CITED – No page limit (required).

All work cited in the Project Narrative, including that of key personnel, should be referenced in this section of the application. References must be complete, including titles and all co-author names in a professional style appropriate to the primary discipline.

RESPONSE TO PREVIOUS REVIEW – (if applicable).

- **Response to Previous CUSE Reviews** – Limited to one (1) single-spaced page. Required only for previously submitted Seed, I2, or Seminar proposals that were not funded. Provide a response to the previous review panel summary, including how the proposal has changed since the previous submission.
- **Response to Extramural Reviews** – Limited to four (4) single-spaced pages. Required only for G2G proposals. Include: 1) The PI's response to extramural grant reviews, including how the G2G proposal will help make a subsequent extramural submission more competitive; 2) An assessment of the competitiveness of the G2G application from the Associate Dean for Research of the college/school; 3) A copy of the external agency review (not subject to page limitations for this section). Compile these three documents into one PDF attachment.

If neither of these responses are applicable, do not upload a document in the Response to Previous Review section.

BUDGET – Template provided (required).

Download and use the CUSE Grant Program Budget Template provided on the Application Portal. *Please work with your departmental budget manager or the Research Administrator (RA) assigned to your department for assistance with your budget.* Consult the [Office of Sponsored Programs contact webpage](#) for assistance in identifying your RA. Provide complete budget details for each year of the two-year project period. Please note that the CUSE Grant Program Budget Template is a derivative of the OSP Budget Template and functions in the same way. Enter budget data into the 'Personnel Yr 1', 'Personnel Yr 2', and 'Non-personnel' worksheets accordingly. Additional guidance is provided in the 'Instructions' tab of the CUSE Grant Program Budget Template. Please do not alter scaling or page breaks in the Excel template. To upload your budget in the application, create a PDF of the "CUSE Grant Budget Form" worksheet (sheet 5 of the workbook); only the 2-page PDF should be uploaded, not the full Excel file. Funds can be requested for the

following allowable costs:

- *Salaries & Wages for PI, Co-PIs, and Co-Is* – PI, Co-PI and Co-I salaries are limited up to one (1) month per year.
- *Other Salaries & Wages* – For I2 and G2G proposals, budget requests can be made for technical or postdoctoral salary support, graduate and undergraduate research support, and essential staff. The CUSE Grant program recognizes the importance of graduate and undergraduate training and strongly encourages the PI to involve graduate and undergraduate students in CUSE Grant activities.
- *Fringe Benefits* – Fringe benefits must be included for all salaries as appropriate. The budget template will assign current fringe benefits corresponding to the salary line(s) used.
- *Equipment* – Total is limited to \$10,000 for I2, G2G.
- *Travel* – Must be directly related to CUSE Grant project activities.
- *Other Direct Costs* – Materials and supplies (such as meeting supplies and books), consultant costs, purchased services (such as transcription or translation costs), rental of off-site facilities, human subject payments, and other relevant expenses (such as food and beverages for all-day meetings or archive fees) are allowable. Event costs for any CUSE funded project should include ASL Interpreting/CART Services fees as appropriate (please consult the [Guidelines for CART and ASL Interpreting](#) page on answers.syr.edu for more information). Funds requested for consultants must equal no more than 25% of budgeted costs.

The following items are unallowable costs on a CUSE Grant:

- *Subcontracts to external institutions* – As CUSE Grants are intended to internally advance research and scholarship, no funds may be subcontracted to other institutions.
- *Office Supplies, Cell Phones, Internet service, Memberships/subscriptions, Tuition* – Funds cannot be requested for items generally regarded as parts of indirect costs such as office supplies, phones, cell phones, internet service, subscriptions, memberships, laptop computers, iPads, software, desktop computers, or computer peripherals (e.g., printers, data storage, etc.). Project-specific specific computers and/or project-specific software package(s) are allowed if predominately used for the project, but a strong and detailed justification must be provided.
- *Indirect costs*

BUDGET JUSTIFICATION – Limited to three (3) single-spaced pages (required for I2, G2G, Seminar and COVID-Relief Grant applications).

Provide a detailed justification for each item of the budget request, thoroughly explaining what budget allocations are needed and why they are important to complete the goals and objectives of your project. A template is provided on the Application Portal.

BIOGRAPHICAL SKETCH – Limited to five (5) single-spaced pages for each investigator but may be significantly shorter in length (required).

Provide a biographical sketch in any extramural agency format (e.g., NIH, NSF, DOD) for each PI/Co-PI/Co-I, *limited to academic & research credentials*. Templates for a standard NSF and a hybrid NSF/NEH biographical sketch are provided on the Application Portal for reference. Do not list meetings attended, seminars given, or personal data. If not utilizing an extramural agency format, please include the following information:

- Brief summary of investigator’s qualifications for proposed project
- Brief summary of teaching, scholarship, and research expertise
- Education history (degrees) and relevant employment history

- Relevant honors and awards (limit to five)
- Relevant products, including: Peer reviewed publications, books, book chapters, or other academic/artistic outputs consistent w/discipline, such as scores, films, productions, performances or artworks.

Please note: For Seed and Seminar Grants (which do not require the submission of a Current and Pending Support document) applicants may include a list of grants received or funding applications in process. This is a deviation from standard extramural agency formats and is optional.

CONFLICT OF INTEREST – No page limitation (required).

Please complete and upload in the original Excel format. The Conflict of Interest (COI) form is used by the CUSE Grant program team to develop peer review panels. It is an important part of the CUSE Grant application as it is used to mitigate COI between applicants and potential reviewers. Download and complete the COI spreadsheet from the Application Portal. **This form is required for the PI and all Co-PIs, but not for other project personnel.** Please complete a separate form for the PI and each Co-PI. This form is intended to minimize potential conflicts of interest in the review process. Include the following information:

- *Syracuse University* co-authors on publications within the past three (3) years, including pending publications and submissions;
- *Syracuse University* collaborators on projects within the past three (3) years, including current and planned collaborations; and
- All *Syracuse University* thesis or postdoctoral advisees/advisors.

CURRENT AND PENDING – No page limitation (required).

Download and complete the Current and Pending form provided on the Application Portal. Provide a listing of all proposals that are Pending, Awarded, or Planned for Submission.

The Form is required for the PI of the CUSE Grant only. Please note: Current and Pending Support may be used by the review committee to illustrate how CUSE funding may complement, enhance, or in some cases compete with existing awards. *Please work with Research Administrator (RA) assigned to your department for assistance with your Current and Pending.* Your RA is able to provide a list of applications submitted and awarded through the Office of Sponsored Programs, but these lists will need to be supplemented with any applications submitted and/or awarded for funding within Syracuse University, or applications submitted or funded for awards made to the individual faculty member. Consult the [Office of Sponsored Programs contact webpage](#) for assistance in identifying your RA.

No additional materials, appendices, or supplementary documentation will be accepted.

VIII. Proposal Submission

- **DEADLINE: 5:00 p.m. Monday, March 1, 2021.** Early submission to enable review for compliance and assignment of review panels is highly encouraged.
- Submit electronically at <https://syracuse.infoready4.com/#competitionDetail/1830648>
- An email acknowledgment of receipt will be sent once the CUSE Grant application is received.
- For the 2021 CUSE Grant Program, routing approvals *are not required*. Deans, ADRs, and school and college budget directors will receive lists of all application submitted by PIs from their units after the proposals are compiled and reviewed for compliance.

IX. Proposal Review and Evaluation

- 1) Each application will be reviewed through a two-part process. First, each application will be screened to ensure that it meets the administrative requirements as set forth in the CUSE Grant Program. **Applications that do not meet the guidelines as stated in the RFP will be eliminated from the competition and will be returned to the applicant without review.** Second, a review panel composed of Syracuse University faculty will technically evaluate applications that meet these requirements. In addition to the review panel, written comments may be solicited from *ad hoc* reviewers. Prior to recommending an application for funding, the peer review panel and *ad hoc* reviewer comments, if applicable, will be presented and discussed.
- 2) Review Panel Selection and Evaluation Process: A Review Panel will be selected with a goal of representing expertise across research areas included. The review panel will be comprised of Syracuse University faculty with extramural and intramural grant experience. In all cases, the review panel members must not be submitting a proposal in the CUSE Grant program in the year when she/he serves on the panel. The evaluation process will begin with the assignment of proposals to the Review Panel. Review Panel members will then complete individual reviews of each application assigned to their panel. Next, the review panel will meet to discuss, evaluate, rank, and make recommendations for funding to the interim Vice President for Research. Guided by the overall score and comments on the review criteria, final funding decisions will be approved by the interim Vice President for Research. Funding decisions and funding levels will be determined based on the evaluation ranking in consideration of the availability of funds. A panel summary, along with reviews, will be sent to the lead PI upon completion of the funding cycle evaluations.
- 3) Review Criteria: The review panel will be asked to take the following factors into account:
 - A. *Overall merit of the application.* Novelty, uniqueness, and originality; conceptual adequacy of the hypothesis, research question, or problem(s) to be addressed; clarity and delineation of objectives; adequacy of the description of the undertaking and suitability and feasibility of methodology; and probability of success of project. **(25% weight)**
 - B. *Potential success for extramural funding, increased scholarship, enhanced reputation, and compliance with reporting requirements.* Justification for the potential for extramural grants in relation to specific funding sources, or how the project will enhance the reputation of Syracuse University, through increased competitiveness for prestigious awards, through the creation of significant new scholarship, or through the creation of unique educational programs or collaborations. When applicable, for researchers previously funded through CUSE Grant funds, demonstrated efforts of extramural funding applications are required before being eligible again for CUSE Grant funding (see above under “Eligibility” and “Results from CUSE Grant”). **(25% weight)**
 - C. *Relevance of the project and alignment of the project with CUSE Program priorities, current and future research trends, extramural funding priorities, or with national and international awards for recognition,* and how such alignments will lead to extramural funding external recognition of the awardees, their programs, and the university. **(25% weight)**
 - D. *Qualifications of proposed project personnel and adequacy of facilities.* Qualifications of proposed project personnel, including: research productivity and quality as measured by peer-reviewed publications in high-quality professional journals or other forms of high-quality scholarly or creative output, patents awarded, products developed as reflected in the biosketch; experience, record of accomplishment, and training; and adequacy of available or obtainable support personnel, facilities, materials, equipment and other relevant resources. If the applicant is a

junior faculty member, the Review Panel will be instructed to weight qualifications based on the level of scholarly activity and creative output in relation to the applicant’s length of time in the field, and the potential of the grant for positively affecting the trajectory of success for the applicant. **(25% weight)**

E. *Good to Great additional considerations*

For G2G applications, the following items will also be considered during review: the reviews and rankings of the proposal from extramural funding sources; the commitment of the departments and colleges as reflected in cost share, if any, and the statement from the associate dean(s) for research; and the budget of the extramural grant application, i.e., large extramural grants will be given priority.

F. *COVID-Relief additional considerations*

For COVID-Relief applications, the effect of COVID-19 on research efforts and the potential for significant impact from relief funding will also be considered. The applicants must provide both a specific description of the negative impact of the pandemic on an ongoing research project or other scholarly activity, and a strong demonstration of how relief funds will enable the stalled project to move forward. Requests for funds for COVID-Relief Grants must also be proportionate to the size and scope of the ongoing research project, as evidenced through a description of current support dedicated to the project. As with other CUSE Grants, COVID-Relief grants are meant to help grow the research enterprise, enhance interdisciplinary collaborations, and increase both extramural funding and high-quality scholarly output.

The review panel for each proposal will provide comments and a rating for review criteria (excellent, very good, good, fair, or poor). The ratings for each criterion will be weighted equally and combined into an overall score using these point values:

Rating	Points
Excellent	5 points
Very Good	4 points
Good	3 points
Fair	2 points
Poor	1 point

X. Award Notice

Upon the completion of funding decisions, the lead PI will be notified. For all grant categories, the funding decision will be copied to the Dean, the Associate Dean for Research, and the School or College Budget Director. Award announcements will include the following: (a) Title of project; (b) Project period; (c) Total dollar amount; and the (d) Terms and Conditions of the award.

XI. Requirements for Approved Projects for Release of Funds

Prior to the commencement of research, the PI must provide copies of all relevant IACUC (Institutional Animal Care and Use Committee), IRB (Institutional Review Board) and IBC (Institutional Biosafety Committee) approvals to the relevant unit of the Office of Research, as appropriate. It is the PI’s responsibility to be in compliance with federal and state regulations concerning human subjects, animal welfare, recombinant DNA, financial conflict of interest, export control, and any hazardous materials, and that the PI complies with all of the reporting requirements for the CUSE Grant Program.

The Office of Research reserves the right to redistribute or retract monies if problems arise relative to satisfactory progress or compliance of all terms as set with this RFP, or due to economic necessity of the university. An annual progress report and a final report are required and must be submitted by thirty days after the end of the project year.

XII. Timetable Summary:

December 23, 2020	RFP release date (application system live)
January 20, 2021	Virtual information session (register here)
February 22, 2021	PI eligibility waivers due (if applicable)
March 1, 2021	Proposals due , early submission encouraged
March 2-19, 2021	Proposals compiled and submitted to reviewers for desk review
March 19-April 5, 2021	Desk review completed and compiled for Review Panel
April 12-30, 2021	Review Panel meets and recommends projects to VPR for approval
May 3-14, 2021	Office of Research will finalize and approve funding decisions
May 17-21, 2021	Awards announcements emailed to lead PIs, Deans and ADRs of lead PI It is the lead PI's responsibility to notify her/his Co-PIs and Co-Is
May 31, 2021	PI completion of requirements for release of funding
June 1, 2021	Projects start
July 1, 2022	CUSE Grant annual reports due, including final reports when applicable