

SCIENCE RESEARCH FUND (SRF)

Fall Deadline: normally the 2nd Friday in October

Spring Deadline: 3rd Friday in February (Pending availability of funds)

***Applications for bridge funding will be accepted at any time. See Priorities for Awards below for a definition of bridge funding.**

Partially supported by a grant from the Z. Smith Reynolds Foundation, the Science Research Fund sponsors projects in the natural and mathematical sciences.

Funds up to \$10K can be requested for research supplies, maintenance of essential equipment, travel, or technical personnel. Applicants must demonstrate that travel, if budgeted, is essential to the project. In addition, a matching contribution or cost sharing from their department to cover some of the travel costs is encouraged. Defrayal of professional society dues is not allowed.

All awards are subject to the Terms and Conditions for Internal Awards and Guidance for Internal Award Final Reports. The project period is 1 year, with the possibility of a 1-year, no-cost extension. When the grant is awarded, the grants manager will establish an account and disburse the funds on the written authority of the investigator or a designated representative. Any balance unexpended at the grant's expiration will be returned to the main account, unless an extension (without additional funds) is requested in writing 10 days prior to the grant's end date. Within 90 days after the grant terminates, a final progress report must be submitted to the Office of Research and Sponsored Programs. The final report should include a one-page summary of research results including publications, presentations and proposals resulting from this project.

Eligibility is restricted to full-time, tenured or tenure-track science faculty and research support staff with adjunct faculty appointments on the Reynolda Campus. Non tenure-track faculty may be considered, if their appointments continue through the award year. Preference will be given to those who have not previously received an award. The same principal investigator may not receive more than 2 awards in 3 consecutive years nor may the same project receive more than 2 awards, regardless of PI, in 3 consecutive years.

Priorities for Awards: Proposals are peer reviewed for their significance. In addition to the quality of the proposed research, reviewers may prioritize: (1) junior faculty needing preliminary data to compete for external support; (2) more experienced faculty entering new areas or re-engaging in research; or (3) senior faculty working to remedy gaps in declined proposals. A proposal does not have to fit into one of these three categories to be considered or awarded but proposals of similarly judged research significance may be differentiated using these criteria.

Bridge Funding: Experienced researchers whose renewal applications are declined may request one-time bridge funding at any time of the year. To apply, submit the declined renewal proposal's reviewer comments, a 2-page plan explicitly addressing them, an Application for Internal Funds form, an abstract, and a 1-page budget.

Proposal Preparation: The Application for Internal Funds form must be completed and signed by the applicant and the appropriate department chair or equivalent. Forms are available here.

Application instructions and a checklist for the proposal are included on page 2 of the application.

Either of the following formats may be used for an application (in 11 pt or larger font):

Format I: (no more than 5 pages)

1. Abstract: One paragraph, suitable for publication, summarizing the proposed activity. Clearly address in separate statements the 1) intellectual merit and 2) broader impacts.

2. Objectives: State precisely what the research will accomplish, what hypothesis it will test, and the rationale for undertaking it.

3. Background and Significance: Summarize the most pertinent previous work and the current state of the field, including your own preliminary data. Identify the gaps that the proposed project is intended to fill.

4. Methods: Discuss the experimental design and methods proposed to accomplish project objectives in sufficient detail to allow assessment of their feasibility and applicability. How, specifically, will they test each of the hypotheses? If proposing new methods, describe their advantages. If several experiments are proposed, indicate their priority. Indicate the type of data to be generated, and how they will be analyzed (e.g., proposed statistical design and analysis). Briefly identify any potential pitfalls or limitations in procedures and suggest remedies. Provide plans for future efforts, including submission to external sponsors. Include a project timeline.

5. References: Include only the most pertinent literature references.

6. Other Sources: Other sources of funding sought or received (if applicable).

Format II: (no more than 5 pages)

1. Question or Problem: Describe the question or problem to be studied and its significance to the field.

2. Research Methods: Describe the design and methods and the applicant's ability and resources to carry them out.

3. Timetable: A timetable for completing and publishing or presenting the research, including interest from a publisher if requesting funds to write a book.

4. References: Include only the most pertinent literature references.

5. Other Sources: Other sources of funding sought or received (if applicable).

All applications in either format should include the following:

1. Budget: (\$10,000 maximum). Include a brief budget justification. If the requested funds are inadequate to realize the proposed research, indicate the source and amount of additional funds.

a) **Equipment.** Justify why the equipment is necessary for the proposed study.

- b) Supplies (list major categories)
- c) Personnel. Funds for faculty salary and secretarial support will not be considered. Funds for graduate and undergraduate student support are rarely granted, since they can usually be obtained through the Graduate School or WFU Undergraduate Research Fellowships. Funds for technical support staff have been granted occasionally, since no other campus source supports these costs. If technical support costs are included, appropriate fringe benefits must also be incorporated.
- d) Other (necessary travel, computer charges, audiovisual costs, hazardous waste disposal costs)

2. CV: A CV not to exceed 2 pages.

3. Description and Outcome of Previous Internal awards: Briefly describe internal awards received within the past 4 years and their outcomes.

4. External Reviews: If this application is in response to a declined external proposal, please provide 4 copies of the external reviews along with it. Show how external reviewer comments will be addressed.

5. Resubmissions: If this application is a revision of a previously submitted proposal, please include a 1-page response to the reviewers' comments.

6. WFU Collaborators: List any WFU collaborators who may have a Conflict of Interest reviewing your proposal.

Appendices are discouraged, and reviewers are not required to read them. Projects involving human subjects or animals must seek appropriate committee approval, and investigators must complete the required training in human subjects research prior to project initiation.

The Interim Provost and the Director of Research and Sponsored Programs invite applicants to talk with them anytime.

The Editor-Researcher in ORSP and the Prospect Research Manager in the Office of Foundation Relations may be asked to run funding source searches in their databases. The results will be shared with applicants.

Please send a completed copy of the Application for Internal Funds form and proposal in one file as an attachment to Susan Edwards (edwardss@wfu.edu) and submit the signed original to the Office of Research and Sponsored Programs, 306 Reynolda Hall, no later than 5 P.M. on the deadline date. Please allow several weeks for the review process.