4-VA at UVA Collaborative Research Grants Program

Requests for Proposals for Academic Year 2020-2021

4-VA is a partnership between eight Virginia institutions (UVA, VT, JMU, ODU, VCU, GMU, W&M, and VMI) whose mission is to promote inter-university collaborations that leverage the strengths of each partner university in order to accomplish much more than any individual university could achieve alone. One of the many 4-VA initiatives, **Collaborative Research,** is intended to improve research competitiveness within the Commonwealth by providing funding for faculty teams to engage in pilot research that could be used as a springboard for subsequent external funding.

With access to Collaborative Research Grant funding, teams can build evidence to show that their projects will make valuable, impactful contributions to their fields, thereby increasing their chances of winning larger external grants. The collaborative nature of these grants maximizes university resources at the 4-VA institutions and leverages faculty expertise all while increasing competitiveness and capacity.

ELIGIBILITY

Eligibility to serve as a PI on a 4-VA at UVA Collaborative Research Grant is restricted to UVA faculty. Collaboration with at least one other 4-VA partner institution is required; proposals involving only faculty members at UVA will not be considered. Faculty members are encouraged to include undergraduate and graduate students on their research teams when possible. Projects that would not be capable without collaborative partnerships and leveraged resources are highly valued. Active dissemination of findings, especially to 4-VA partners and other universities within the Commonwealth, is expected. Because 4-VA collaborative research grants are intended to serve as a springboard for subsequent external funding, projects are not eligible for repeat awards over multiple award cycles.

FUNDING

There are two funding streams available in the Collaborative Research Grant program: primary funding and complementary funding.

Primary Funding: Each UVA Collaborative Research Grant proposal may request up to $25,000 in UVA funding. Primary funding is awarded directly from the 4-VA at UVA program and will be transferred to the PI's home department at UVA. **Primary funding may not be transferred between institutions**.

Complementary Funding: In some cases, PIs may request complementary funding for their Co-PI(s) at select other 4-VA partner institutions. Complementary funding awards are in addition to the primary funding award and are capped at $5,000. If a proposal has more than one Co-PI, only one request for complementary funding will be considered per proposal per institution. For instance, if a proposal names a Co-PI at both VT and JMU, each Co-PI would be eligible for up to $5,000 in complementary funding from their institution; however, if a proposal names two Co-PIs at VT, together they would be eligible for a total of $5,000 in complementary funding. Note, complementary funding is not guaranteed, and is only available to request for Co-PIs at VT, JMU, ODU, and GMU.

Proposal budgets should clearly show the distinct uses for primary (UVA) award funds and for any requested complementary (non-UVA) funds. Although a proposal submitted through the 4-VA at UVA process should list all Co-PI information and associated complementary funding requests, complementary funding is technically awarded to a Co-PI by the 4-VA program at the Co-PI's institution. Therefore, 4-VA at UVA cannot guarantee the availability of such funds; project work proposed through UVA should be able to be completed regardless of the amount of complementary funding that is awarded.

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If the underlying grant submitted through the UVA process is awarded, the 4-VA at UVA office will notify the other 4-VA offices of any corresponding complementary funding requests. In limited circumstances, requests for complementary funding in amounts above $5,000 may be awarded with additional justification as required by the Co-PI's institution. 4-VA funds cannot be transferred between institutions.

PROPOSAL SUBMISSION INSTRUCTIONS

There are two stages to the Collaborative Research Grant submission process:

1. Letter of intent (LOI) and
2. Full proposal

Letter of Intent – Due January 29, 2021

All interested applicants must submit a letter of intent via the below InfoReady link. LOIs will not require any materials to be uploaded, and will ask only a few background questions of each applicant. All applicants who submit a LOI will be invited to proceed to the full proposal stage.

> ***SUBMIT LOI HERE:*** https://provost-virginia.infoready4.com/#competitionDetail/1830915

Full Proposal – Due March 19, 2021

Following the LOI deadline, applicants will be invited to submit a full proposal. Each proposal must contain the following:

- A *proposal summary* that includes the project title, a list of project team members (e.g., PI, Co-PIs, and other team members), overview for the project and how the work ties into the mission of 4-VA, a justification for the research, what research questions will be pursued, which approaches/methods will be used, anticipated project outcomes, and how 4-VA funding would position your team to apply for greater external funding in future years. *1 page max*

- A *process summary* that includes your project management plan and timeline, a discussion of how the research team assembled will work together to meet the project goals, and a plan to disseminate the results of this work. *1 page max*

- A completed budget worksheet (template available for download on the InfoReady application site) that outlines the major expenditures. Note that indirect costs do not need to be included.

- CV or Biosketch for all PIs and Co-PIs.

- Proof of IRB certification (if appropriate) is required before funding. If the proposed research is exempted from IRB requirements, a brief written explanation will need to be provided.

- Letter of support from department chair or equivalent, to be solicited through the application system.

> **To view proposal requirements and to submit a Collaborative Research Grant LOI and/or full proposal, please visit InfoReady at the following link:**
> **https://provost-virginia.infoready4.com/#competitionDetail/1830915**

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PROPOSAL EVALUATION AND TIMELINE

Collaborative Research Grant letters of intent are due by **January 29, 2021**. Full Collaborative Research Grant proposals are due by **March 19, 2021**. All proposals will be scored based upon a rubric provided at the end of this RFP. Proposals that do not include all requirements will be disqualified. It is expected that all funding decisions will be made by the end of April.

REPORTING REQUIREMENTS

Continued funding of the 4-VA program requires the member institutions to demonstrate how the funding provided allows the collective to accomplish much more than any individual university could achieve alone. As a result, all grantees who are awarded funding are required to comply with 4-VA assessment, reporting, and accountability requirements. These may include, but may not be limited to:

- An interim report completed at halfway through the project;
- A final report completed by grant recipients at the conclusion of the project;
- Continued requests for data for up to five (5) years after funding to see if the award lead to other research products (e.g., publications, conference presentations, or external funding awards); and
- Other requests for project information and pictures for use in 4-VA annual reports and marketing.

SUBMIT LOI HERE: https://provost-virginia.infoready4.com/#competitionDetail/1830915

FOR QUESTIONS, CONTACT:
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4-VA at UVA COLLABORATIVE RESEARCH GRANT REVIEW CRITERIA

All Collaborative Research Grants will be evaluated on two broad criteria: **Scholarly Impact** and **Strength of Collaboration.** A rating will be provided for each of the two criteria.

What is the potential impact of the proposed activity (Scholarly Impact)?

When evaluating the scholarly impact, the following will be considered:

1. What is the potential of the proposed activity to:

    a. advance knowledge and/or understanding within its own field or across different fields; and/or

    b. address an important societal or technical challenge

2. Is there a strong plan in place to pursue subsequent funding based on the results of the proposed activity?

3. Is there a strong dissemination plan in place for sharing the results of the proposed activity to the scholarly community, including other 4-VA partners and other universities within the Commonwealth?

What is the strength of the team and their collaboration?

When evaluating the strength of collaboration, the following will be considered:

1. How well conceived and organized is the proposed activity?

2. Is there a strong plan in place to collect evidence and document the impact of the proposed activity?

    a. Is the budget request appropriate for the scale of work required?

    b. How well qualified is the team to conduct the proposed activity?

    c. Is the case made for the need for the collaboration to successfully complete the proposed activities?