

# **PROVOST'S RESEARCH AWARDS 2017 (FY2018)**

## **Award Timeline:**

|                       |                           |
|-----------------------|---------------------------|
| Application Deadline: | October 7, 2016           |
| Award Notification:   | January 20, 2017          |
| Funding Period:       | June 1, 2017-May 31, 2018 |

## **Program Description:**

The Provost's Research Awards (PRAs) are designed to foster excellence in research, scholarship and creative activities at the University of Miami. The Provost's goal is to build and maintain a world-class research university featuring a community of scholars, scientists and artists with robust externally funded programs. The PRAs provide seed funding that is designed to contribute significantly to the growth of the university's research portfolio.

The Awards are classified into five categories based on discipline:

- The Max Orovitz Research Awards in the Arts
- The Max Orovitz Research Awards in the Humanities
- The James W. McLamore Research Awards in Business
- The James W. McLamore Research Award in Social Sciences
- Research Awards in the Natural Sciences and Engineering

## **Goal:**

The Provost's Research Awards provide salary and direct research costs to assist individual faculty and research teams in developing research programs and scholarly and creative activities.

## **Eligibility:**

- Regular faculty and full-time research faculty members with nine-month appointments are eligible to apply for both faculty salary and direct research costs.
- Faculty with twelve-month appointments may apply for direct research costs only (See Faculty Manual).
- Faculty in Practice, Adjunct, Visiting or Affiliated Faculty, Lecturers, and Instructors are NOT eligible. Miller School of Medicine faculty members are NOT eligible.
- A faculty member who receives a PRA with salary support for two consecutive years may NOT apply for salary support the following year. All eligible faculty members may seek funds for direct research costs on an annual basis.
- Faculty may submit only one proposal each year, whether as main PI or as Co-PI.
- Research Council members are eligible to apply but do not serve as reviewers for the category in which they apply.
- A faculty member may teach during the summer months of the award year. However, any and all plans for summer teaching activities must be described at the time of application.

## **Evaluation Process:**

- Applications will be reviewed by Research Council members within the selected review panel(s).
- Applications are reviewed based on the:
  - prospect that the work will result in successful applications for external funding (where applicable), or other relevant peer-reviewed activity
  - scholarly, scientific, and/or creative merit of the proposal
  - appropriateness of methodology and clarity of presentation
  - qualifications, experience, productivity, and promise of the applicant(s)
- The application will be scored on a 1-9 scale (with 1 being best).
- Feedback of reviewers will be summarized and made available upon conclusion of the review process.

**Award Terms:**

- The award period is one year.
- Awardees must adhere to the award budget. Funds may be re-budgeted with prior approval.
- Awardees must plan to stay at the University of Miami for the academic year following the award period.
- Awardees must commit to submit applications for external support, where such opportunities exist. The Offices of the Vice Provost for Research and University Advancement are available to assist awardees in identifying potential external funding sources from both the public and private sectors.

**Budget:**

The PRAs provide a maximum of \$17,000; up to \$10,500 for faculty salary and up to \$6,500 for direct research costs.

- Faculty salary
  - Faculty may request salary up to a maximum of \$10,500, which will be paid in equal amounts in June and July of the award year only. Salary support may be requested for each investigator, if working as a multi-investigator team. If teaching will be conducted over the summer months, a detailed summary must be included in the budget section.
  - Faculty with nine-month appointments who are paid over 12 months may choose to be paid in equal amounts during the award period.
- Direct research costs
  - The PRAs are intended to be flexible and can be used to fit a variety of needs including supplies or other miscellaneous items required to conduct the proposed work, and salaries for research support personnel, graduate students, etc. Budget requests should be realistic estimates of the cost of the proposed work.
  - Applicants should take care to justify each item in the budget. Justification of requests for research support personnel and supplies that are typically provided by the academic department (art supplies, computers, scanners, printers, etc.) should be specific and compelling. Any equipment purchased with Provost's Research Awards funds becomes University property and is to be housed in the grant recipient's department.
  - Funds may be requested for travel associated with execution of the proposed work. PRA funds MAY NOT be used for conference travel.
  - Requests for travel to work with archives must include evidence that these archives are not available via the internet. Travel funding will be disallowed if archived information is available via the internet.
  - Publication costs and membership fees will NOT be funded.

**Progress Reporting:**

In order to track the success of each program, awardees are required to submit a final progress report within three months after the end of the award period, including:

- A detailed summary of all relevant activities (research/scholarly/creative/teaching) performed during the period of the award
- A list of all publications resulting from the award
- A financial summary including expenditures and any remaining balance
- A list of external funding applications or proposals submitted or planned

## Application and Submission Instructions:

### Format and Submission Requirements

The application should only contain information pertinent to THIS project and application. Please keep in mind that reviewers are NOT subject matter experts in your field; consider adjusting your writing for this audience. Where possible, try to avoid technical jargon and acronyms. Carefully describe the significance of this project for your field of expertise. The Research Plan is uploaded as a separate file.

- All fields marked with an “\*” are mandatory
- Font: use common font (Helvetica, Arial, or Times New Roman) at 11pt or larger, including figure legends, footnotes and captions.
- Margin: at least 0.5" each side
- Single-spaced or larger- **If these instructions on formatting are not followed, your application will not be considered.**

The Project Summary should be written in **Layman's Terms** and provide an overview of the problem, your objectives and approach, as well as outcome. The project summary cannot exceed 200 words, and may be typed or pasted into a text box.

The Research Plan is uploaded as a separate file and should not contain more than 3 pages. A separate document of references or works cited may be uploaded.

The Research plan should address the following points:

- Objectives and Rationale: Succinctly describe the objectives of your research and the rationale.
- Significance: Describe how this project and its future direction will add to your field.
- Innovation: Describe the novel and innovative aspects of your project.
- Background: Describe any preliminary data you have; concentrate on those directly related to the proposed project.
- Methodology: Describe how you will be testing your objectives.
- Milestones: Provide a timeline with anticipated results, as well as timeline to apply for external funding (if applicable).

(Applicants to the Arts category may submit supplementary data as an attachment. Supplementary material may only include images, videos, audio or other forms of illustrations that are directly related to the project.)

### Post-Award Requirements:

A final report must be submitted no later than 3 months after conclusion of the funding period. A reminder will be sent with instructions. A no cost extension and extension of the report deadline may be requested, with a written justification, by contacting Karin Scarpinato [kds44@med.miami.edu](mailto:kds44@med.miami.edu)

- Where applicable, faculty are required to submit applications for external support.
- All peer-reviewed activities that are a direct result of this award, even if received past the end of funding, are required to be documented in WizeHive.