

Proposal Basics

Presentation for P&T SMARTS

February 3, 2017

Before Applying...

1. A great idea
2. A fit with your research expertise and career development plans
3. Ability to craft a strategy including benchmarks, timelines, and metrics
4. Adequate resources to accomplish your project
5. Assessment plan

Developing your proposal

- Key Questions for Prospective Investigators
 - What has already been done?
 - What do you intend to do?
 - Why is the work important?
 - How is the work unique or cutting edge?
 - How are you going to do the work?
 - Do you have the right team?

Proposal Development Strategies

- What do you need besides \$?
- Prepare to do the project
 - Realistic needs assessment
 - Determine available resources
 - Develop preliminary data
 - Present to colleagues, mentors, students
- Determine possible funding sources

Proposal Development Strategies

- What details should you glean from the solicitation?
 - **Overall scope and mission**
 - **Relevant instructions, other reference documents**
 - **How your proposed project fits with the solicitation**
 - **Review procedures and criteria**
 - **Deadlines**

Proposal Development Strategies

- Who should you talk to?
 - **Sponsor program officer**
 - Your proposed project
 - Clarifications on specific program requirements
 - Current program patterns
 - **Sponsored Research Services**
 - RIT policies for proposals
 - Review, approval
 - Submission to sponsor

So You Want to Write a Proposal?

What to look for in a program announcement or solicitation

- Goals
- Eligibility Requirements
- Special proposal preparation and/or award requirements
- Review criteria

Sample Cover Page

Louis Stokes Alliances for Minority Participation (LSAMP)

PROGRAM SOLICITATION

NSF 15-594

REPLACES DOCUMENT(S):

NSF 12-564



National Science Foundation

Directorate for Education & Human Resources
Division of Human Resource Development

Full Proposal Deadline(s) (due by 5 p.m. proposer's local time):

November 04, 2015

Bridge to the Doctorate; Pre-Alliance Planning Grants

November 20, 2015

LSAMP Alliance Proposals (including Bridge to the Baccalaureate)

October 14, 2016

Bridge to the Doctorate; Pre-Alliance Planning Grants

November 04, 2016

LSAMP Alliance Proposals (including Bridge to the Baccalaureate)

Program
Solicitation
Number

NSF
Directorates
providing
funding

Solicitation – Award Information

Award Information

Anticipated Type of Award: Standard Grant or Continuing Grant

Estimated Number of Awards: 37 to 38

37 in FY2016 and 38 in FY2017; The anticipated number of new awards to be made across fiscal years 2016 and 2017 is 75. Award sizes and durations vary for the different LSAMP award types.

The estimated number of awards by type is as follows:

Alliances. 19 alliance grants in FY2016 and 18 in FY2017.

Awards for alliances will be made as Continuing Grants. The progress and plans of each alliance will be reviewed annually by NSF, prior to approving continued NSF support. Alliances that are not meeting the expectations set forth in this solicitation may have their level of funding reduced or may be terminated.

Bridge to the Doctorate. 10 BD grants in FY2016 and 10 in FY2017.

Pre-Alliance Planning Grants. 8 planning grants in FY2016 and 10 in FY2017.

Anticipated Funding Amount: \$45,600,000

Annually for new **and** continuing awards

Approximately \$32 million, pending availability of funds, for new awards in FY2016 to support Alliances (including Bridge to the Baccalaureate), Bridge to the Doctorate, Pre-Alliance Planning grants, and other funding opportunities.

Expected number of awards

Expected funds available

Sample Eligibility

Eligibility Information

Who May Submit Proposals:

Proposals may only be submitted by the following:

- Universities and Colleges - Universities and two- and four-year colleges (including community colleges) accredited in, and having a campus located in, the US acting on behalf of their faculty members. Such organizations also are referred to as academic institutions.

Who May Serve as PI:

The Principal Investigator (PI) for **Alliances (including B2B)** should be the President, Chancellor, or Provost of the lead institution. A full justification is needed for a PI designation in variance with this requirement. Co-principal investigators (Co-PIs) from partner institutions may be designated, as appropriate, for the project. At least one of the Co-PIs must have expertise in social science or education research for proposals from alliances funded more than 10 years.

The Principal Investigator for a **Bridge to the Doctorate** activity should be on the leadership team at the lead institution and listed as one of the Co-PIs of the alliance. One or more of the listed Co-PIs must be from the host institution (site of the BD activity).

The Principal Investigator for a **Pre-Alliance Planning** grant should be the key personnel that will be responsible for organizing and implementing the planning activities.

Limit on Number of Proposals per Organization:

Alliances (including B2B): Only one proposal may be submitted by an eligible (lead) institution. Alliances may hold only one active award at a time, not including BD awards. Institutions partnering in an alliance may not be a formal partner in more than one alliance at the same time. See Section II (Program Description 1. Alliances, Special Conditions for Alliances funded more than 10 years) for an exception.

Bridge to the Doctorate (BD): Only one proposal for BD support may be submitted by an eligible lead institution of an alliance. See Section II, Program Description 2. Bridge to the Doctorate, for eligibility criteria.

Pre-Alliance Planning: Only one proposal may be submitted by an eligible institution.

Limit on Number of Proposals per PI or Co-PI:

Alliances (including B2B) and Pre-Alliance Planning: 1

Bridge to the Doctorate (BD): 1

Exception: Alliances funded more than 10 years are allowed to submit an alliance proposal as well as a BD proposal.

**Eligibility information
for institutions/PIs
submitting proposals**

Parts of a Proposal

Common Proposal Elements

- Cover Page
- Project Summary/Abstract
- Table of Contents
- Project Description
- Biographical Sketches
- Budget and Justification
- Current and pending support
- Facilities, equipment, other resources
- Post-doctoral mentoring plan
- Data management plan
- Reviewers to include/exclude
- Human subjects research plan
- Letters of support
- Supplementary documentation

The Project Description

- What you want to do
- Why you want to do it
- How you plan to do it
- How you measure success
- What are the benefits
- (if applicable) results from prior support

Budget Guidelines

- Budgeted amounts should be
 - Realistic and reasonable
 - Well-justified and should establish need
 - Consistent with program and sponsor guidelines
- Eligible costs include
 - Personnel
 - Equipment
 - Travel
 - Participant support
 - Other (subawards, consultant services, ITS)
 - Indirect costs

Questions?