

EXTERNAL GRANT PROPOSAL RESUBMISSION AWARD PROGRAM ANNOUNCEMENT

The purpose of this internal funding mechanism is to assist faculty members in resubmitting an extramural grant proposal that has received a positive or encouraging review from the funding agency. The External Grant Proposal Resubmission Award is meant to be a narrowly targeted investment that could make a significant difference in the success of a resubmitted extramural grant proposal. Funds will be available on a “first come, first serve” basis until all are expended.

Eligibility

- Full-time, doctorally-prepared (PhD, EdD, ScD, or equivalent academic degree), tenure-track and non-tenure-track faculty members with primary appointment in the Lewis College of Nursing and Health Professions are eligible to apply.
- The faculty member must be the Principal Investigator (PI) of the external grant proposal in order to be supported by the Grant Proposal Resubmission Award; the external grant proposal must be submitted through the Lewis College Research Office.
- Faculty members who have received funding through the Grant Proposal Resubmission Award within the previous 12 months are not eligible to apply.
- External grant application must have a budget request of at least \$100,000 (i.e., total award, direct cost only); priority will be given to proposals requesting significant indirect costs.
- Application for the Grant Proposal Resubmission Award should occur within 6 months of receipt of scores and/or comments from the funding agency.
- The determination that a positive or encouraging review was received will be based on the grant score and/or reviewer feedback.

Responsibilities

- It is expected that the awardee will resubmit the extramural grant proposal within 1 year of receiving the Grant Proposal Resubmission Award. A notice of grant submission should be forwarded to Chair of the Lewis College Research Council immediately after the extramural grant is resubmitted. Future considerations to other internal grant awards will be contingent upon successful completion of the proposed activities and clear effort being made to apply for external funding in a timely manner.

Research Proposal Formatting

- Time News Roman 12-point or Arial 11-point font, 1-inch margins, fully justified paragraphs, single spaced with double-space between paragraphs; make appropriate use of headings and subheadings

Research Proposal Content

1. **Cover Page** (see the attached form in this program announcement)
2. **Original Proposal** submitted to the external funding agency
3. **Reviewers' comments/feedback** from the proposal submission

4. **Plan of resubmission, including**
 - a) Resubmission date
 - b) Funding mechanism
 - c) Funding agency
 - d) Steps/approaches required to improve upon first submission (e.g. working with a grant consultant, collecting data to provide preliminary data).
5. **Timeline** (include, as applicable, dates for IRB/IACUC approval, data collection and analysis, dissemination of results, etc.)
6. **Budget:** the total budget cannot exceed \$5,000 for 12 months. A budget format is included in this program announcement for instructional purposes.
7. **Budget Justification:** Allowable expenses include costs associated with conducting studies to generate preliminary data that support the grant such as: partial/full course release (up to \$4,200) - must be approved by the unit head before application submission, graduate research assistants, participant remuneration, consultant fees, publication costs, and research-related supplies and equipment. PI's summer salary (if no course release is available during summer); however, lower priority will be given to proposals requesting summer salary. Conference travel is not an allowable expense. Please see Budget Development document for specifics.
8. **Progress Report** on any previous Lewis College Intramural Grants received (if applicable) in the past 5 years. For each grant received, indicate project outcomes: publications, paper or poster presentation, external grant proposal submitted, and/or other project results.

Timeline and Grant Funds Expenditure

Revised external grant proposal must be resubmitted within 6-12 months of receiving the Lewis College Grant Proposal Resubmission Award. If a resubmission does not occur within this time frame, the applicant will be required to submit a note of explanation and will not be allowed to apply for any other Lewis College Grant Awards for 3 years after the application's proposed resubmission date (see below).

Funds must be expended within 12 months of receiving the award.

Any unencumbered/unspent funds will default to the Lewis College of Nursing and Health Professions the day after the completion date for expenditure of funds for that grant award.

NOTE: Once awarded, funds will be handled through the Lewis College Research Office.

Compliance with Federal, State and University Regulations

PIs are responsible for ensuring that activities conducted under the program are in compliance with all applicable federal, state and university policies. Upon receiving a Notice of Award for a Lewis Foundation award, the PI is responsible for submitting all compliance protocols required for their project (e.g. use of human subjects, use of animal subjects, use of radioactivity, bio-hazardous or hazardous materials) and receiving official compliance approval before they can be given access to the funds and begin work on their project under the award. A prolonged delay in obtaining appropriate compliance approvals that significantly delays the work on the project may result in cancellation of the award at such a time deemed appropriate by the Lewis College Research Council in collaboration with the PI, if it is determined that the project cannot be completed within the time remaining on the award budget period.

Submission of Application

A single PDF file with all of the application items in the order listed above should be sent to lewisresearch@gsu.edu. Applicants will be notified by email that their application was successfully submitted.

Reporting Requirements

An interim progress report, 6 months after the start date, and a final report, 3 months after the end of the award, summarizing grant activities are due to the Lewis College Research Office. Continued access to awarded funds will be contingent upon timely submission of a satisfactory progress report on the awarded project. Future access to other internal grant awards will be contingent upon timely submission of final reports.

Review Process

The Lewis College Research Committee will review proposals on a rolling basis according to the criteria listed below and recommendations will then be made to the Lewis College Research Council and subsequently to the Lewis College Dean for funding.

Review Criteria

- Potential for the award to provide basis for a more competitive re-submission to external sponsors;
- Likelihood that the proposed work will be completed during the award period;
- Size and significance of the research award being sought;
- Rating and reviewer feedback of original submission; and
- Budget justification that is reasonable, allowable, and necessary to carry out the proposed project.

THE LEWIS COLLEGE GRANT PROPOSAL RESUBMISSION AWARD PROGRAM

COVER PAGE

Date:

Faculty Name:

Faculty Rank:

Department:

Proposal Title:

Funding Agency/Mechanism:

Total Direct Cost of External Grant:

Total Indirect Cost of External Grant:

Original Proposal Score:

Are you requesting a course release?

Faculty Signature:

Chair Signature:

By signing above, if a course release was requested, the unit head indicates approval of a course release for the PI within 12 months of receiving the Lewis College Grant Proposal Resubmission Award.

BUDGET

Category	Amount Requested
¹ Personnel: Faculty course buyout (PTI)	
Personnel: GRAs <i>Cannot exceed 20 hrs/wk or 50% effort (list each individual and amount to pay each person listed) DO NOT INCLUDE FRINGE</i>	
Personnel: Staff salary List individual staff positions and amount to pay each person listed. DO NOT INCLUDE FRINGE	
Supplies (individual items that cost less than \$5,000 each)	
² Participant support cost (itemize)	
³ Travel (local)	
Other	
TOTAL	

¹For the cost of PTI (per course release), please contact your unit's business manager. Support may be requested for ONE course release during the academic year or summer salary, but not for both.) Please note that for course releases for fall and spring, the PI should only request the actual cost for a replacement instructor and not a percentage of faculty salary as with external grants. Summer salary requests must include a strong, written justification (see budget justification below). Budget must specify how much to allocate to specific summer months. DO NOT INCLUDE FRINGE BENEFITS IN BUDGET.

²Participant support costs may include payment on behalf of human subjects to participate in activities, but not as incentives for participation as a research subject.

³Travel expenses to engage in research activities must be itemized and each item should be justified in the budget narrative.

BUDGET JUSTIFICATION

Personnel:

Supplies:

Equipment:

Travel (local):

Other:

THE LEWIS COLLEGE GRANT PROPOSAL RESUBMISSION AWARD PROGRAM

INTERIM PROGRES REPORT FORM

DATE:

FACULTY:

PROJECT TITLE:

REPORT OF PROPOSAL ACTIVITIES

BUDGET EXPENDITURES TO DATE:

BRIEF SUMMARY OF PROGRESS:

**THE LEWIS COLLEGE GRANT PROPOSAL RESUBMISSION AWARD PROGRAM
FINAL SUMMARY REPORT FORM**

DATE:

FACULTY:

PROJECT TITLE:

REPORT OF PROPOSAL ACTIVITIES AND FINDINGS

BUDGET EXPENDITURES:

**TARGET DATE FOR SUBMISSION OF A GRANT APPLICATION FOR FURTHER FUNDING
(IDENTIFY SOURCE):**

**ABSTRACTS, OR PUBLICATIONS, SPECIFICALLY FROM THIS PROJECT, UNDER
REVIEW:**