Request for Proposals
Layman Awards
Starting July 1, 2013, proposals must be fully routed and approved in NUgrant by 5:00pm, annually, on the 2nd Friday in November.

DESCRIPTION: The Layman Awards provide funding for projects that will enhance the grantee’s ability to obtain external funding to support prominent scholarly work. Two types of Layman Awards exist: the Layman Seed program and the Layman New Directions program.

Layman Seed Program: Provides funding for new projects by non-tenured junior faculty, to enhance the grantee’s ability to obtain external research funding.

New Directions Program: Provides funding for tenured faculty (Associate/Full) who are re-entering research/branching into new directions, to enhance the grantee’s ability to obtain external research funding.

AWARD AMOUNT: Awards for Layman Seed grants and Layman New Directions grants are made possible by support from the University of Nebraska Foundation. Awards will be made up to $10,000 per grant. Applicants may include a requested budget for an additional $10,000 (e.g., $20,000 total budget request) if supported by an innovative and well-justified plan of work. Approximately 10 awards may be funded per year, at up to $20,000 each.

SCOPE OF THE AWARDS (both programs):
• Funding can support pilot projects, prototype development, demonstration of educational/public service programs, and international travel.
• Award recipients are expected to actively pursue external funding and to submit a proposal for external funding within 24 months of receiving the award.
• Funds may be used for salary for non-tenure-track research positions, post-doctoral positions, graduate or undergraduate student research assistants, and technical personnel, but not for tuition or benefits.
• Tenure leading/tenured faculty salary may not be requested, and funding for administrative assistance is not permitted. Funds may not be used for remodeling, alteration of facilities or equipment for core facilities, or to replace current funding.

ELIGIBILITY INFORMATION (both programs):
• Applicants must be full-time (1.0 FTE), UNL faculty members on a continuous appointment (tenure-leading or tenured, with a rank of assistant professor or above), or a research (assistant/associate full) professor or senior lecturer on the payroll of UNL. Visiting and adjunct appointees and other lecturer ranks are excluded.
• For each program, a faculty member may submit only one application as principal investigator but is not limited as a co-investigator on other projects.
• UNL faculty can be awarded only one internal award as a PI in any academic year. Furthermore, UNL faculty cannot be awarded more than two internal grants as PI over any 4-year period.
REQUIREMENTS FOR ALL OFFICE OF RESEARCH AND ECONOMIC DEVELOPMENT AWARDS:

- Applicants should identify external sources of funding and specify a timeline for proposal submission that will be pursued as a result of this internal funding.
- Recipients are expected to participate in at least one grant-writing seminar sponsored by the Office of Research and Economic Development during the award period if they have not already done so.
- Recipients are expected to actively pursue external funding sources (grants and/or fellowships) and to submit a proposal for external funding within 24 months of receipt of award. Failure to do so will disqualify the applicant from future competitions.
- A final report is required, due to the Office of Research and Economic Development no later than one month after the conclusion of funding.
- Recipients must agree to serve as a reviewer on at least two Office of Research and Economic Development ad hoc review panels over a 4-year period. Failure to do so will disqualify the applicant from future competitions.

REVIEW AND AWARD PROCESS:

- Applications will be prioritized by the respective college Deans and reviewed by an advisory panel selected by the Vice Chancellor for Research and Economic Development (VCRED).
- The VCRED will make the final selection that will be submitted to the University of Nebraska Foundation for final approval.
- Announcement of awards will be made in the Spring following the submission deadline, subsequent to approval by the University of Nebraska Foundation.
- The anticipated award period is the new fiscal year (July 1 to June 30) starting after the announcement has been made.
- A one-page final report must be submitted to the Office of Research and Economic Development by August 1 the same year the grant period ends (i.e., one month after the end of the grant period/fiscal year). A template for this report will be sent with the award notification.
- Submission of a proposal for external funding is required within 24 months of award receipt.

GENERAL SELECTION CRITERIA:

Proposals must identify a specific external funding opportunity and address these criteria:

- Scientific or scholarly merit
- Potential for generating external funding to support prominent scholarly work
- Relevance to current institutional and/or national funding priorities
- Importance of Layman funding to the applicant’s long-term success.
PROPOSAL PREPARATION INSTRUCTIONS

Only electronic submissions via NUgrant will be accepted (http://nugrant.unl.edu). Paper applications will not be accepted. If you are a first-time user of NUgrant you can log-in to NUgrant using your Blackboard username and password.

Information required as part of the electronic NUgrant application:

1. **250-word abstract** (in lay language).
2. **3-page proposal** plus a 1-page bibliography (max.). The proposal must include sufficient detail to convince reviewers of the project’s scientific or scholarly merit, and written in lay language understandable to non-specialists. Please make the proposal and bibliography single spaced, using 11 point font and one-inch margins. The proposal should include information to demonstrate to reviewers its merit and potential for external funding, including the following elements:
   - **Introduction**
     - Pose a clear research question or topic.
     - Situate the project in existing literature, providing background/rationale that addresses the significance of the project to your field.
     - List the project’s short-term objectives and describe how the project fits into the applicant’s long-term plan for scholarship.
     - For Layman New Directions Grants only, add explanation of how the proposed project fits with the applicant’s previous/other research.
   - **Proposed plan**
     - Describe data/information sources, method of analysis, and expectations regarding outcomes.
     - Identify specific research/scholarly activities to be conducted with Layman funds, and how these activities will enhance competitiveness for subsequent external funding.
     - Describe what the Layman funds will accomplish that cannot be achieved through other means.
   - **Timeline for external funding proposal submission (< 24 months)**
     - Identify a specific external funding opportunity (program and funding agency), submission deadlines, and submission timeline.
     - Articulate the fit of the proposed project to external funding priorities/opportunities.
3. **List of Key Personnel:** attach a 2-page biographical sketch/vitae summary for all faculty involved in the project.
4. **Current & Pending Support form:** list all funded and pending internal and external grants for all faculty involved in the project, including title, award amount, funding period, and funding agency. Include information regarding outcomes of previously awarded internally-funded projects from the Office of Research and Economic Development. Include reviews from external funding applications where pertinent to project aims.
5. **Project Budget:** 1-page budget and 1-page justification for $10,000. An additional 1-page budget and 1-page justification for an additional $10,000 (e.g., $20,000 total request) to support an innovative and well-justified plan of work.

If you have questions about the submission process, please contact Karen Underwood in the Office of Research and Economic Development at (402) 472-0030 or by e-mail at kunderwood1@unl.edu