



Request for Proposals Layman Awards

Submit proposals through the Internal Competitions module in NUgrant.

Annual Deadline: Proposals must be fully routed and approved in NUgrant by 5 p.m. on the second 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. There are two types of Layman Awards:

Layman Seed Program provides funding for new projects by non-tenured junior faculty

New Directions Program provides funding for tenured faculty (associate/full professors) who are re-entering research or branching into new directions

AWARD AMOUNTS: Awards of up to \$10,000 per grant for each program are made possible by support from the University of Nebraska Foundation. Applicants may request 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

- **Type of projects:** Funding can support pilot projects, prototype development, demonstration of educational/public service programs, and international travel.
- **Appropriate uses for funds:** Funds may be used for salary for non-tenure track research positions, post-doctoral positions, graduate or undergraduate student research assistants and technical personnel and must include benefits, as well as tuition for any students involved.
- **Funding restrictions:** Funding is not allowed for tenure leading/tenured faculty salaries or administrative assistance. Funds may not be used for remodeling, alteration of facilities, equipment for core facilities, or to replace current funding.

ELIGIBILITY INFORMATION

- **Faculty status:** 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/professor of practice on the payroll of UNL. Faculty with part-time appointments, visiting and adjunct appointees and other lecturer ranks are not eligible to apply.
- **PI status:** For each program, a faculty member may submit only one application as principal investigator but may serve as a co-investigator on other projects.
- **Number of internal awards:** UNL faculty can be awarded only one internal award as a PI in any academic year, and may not receive more than two internal grants as PI over any four-year period.

REQUIREMENTS FOR ALL OFFICE OF RESEARCH AND ECONOMIC DEVELOPMENT AWARDS

Recipients are expected to:

- **Submit a proposal for external funding** (grants and/or fellowships) within 24 months of receipt of the Layman Award (or any other internal award).
- **Submit a final report** to the Office of Research and Economic Development no later than Aug. 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.
- **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 previously done so.
- **Agree to serve as reviewer** on at least two Office of Research and Economic Development ad hoc review panels over a four-year period.

Failure to meet these requirements may disqualify applicants from future internal award competitions.

REVIEW AND AWARD PROCESS

- The respective college deans will prioritize applications for review by an advisory panel selected by the vice chancellor for research and economic development (VCRED).
- The VCRED will select proposals to be submitted to the University of Nebraska Foundation for final approval.
- Announcement of awards will be made in the spring following the submission deadline and subsequent to approval by the University of Nebraska Foundation.
- The anticipated annual award period is June 1 to May 31 after the award announcement has been made.

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>). If you are a first-time user of NUgrant, you can log in using your Blackboard username and password.

This information is 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.). Please single-space the proposal and bibliography, using 11 point font and one-inch margins. 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. The proposal should include information to demonstrate to reviewers its merit and potential for external funding, including the following elements:

a. 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 the applicant's 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.

b. 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.

c. 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.** Provide a 1-page budget and 1-page justification for the initial \$10,000 requested. For proposals requesting up to an additional \$10,000 (e.g., \$20,000 total request), include another 1-page budget and 1-page justification 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