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Request for Applications  
Research Council: Grants-In-Aid

**Applications must be routed and approved in NUgrant by 5:00 pm on the 2<sup>nd</sup> Friday in October.**

**DESCRIPTION: Grants-In-Aid** awards are for projects that promote a faculty member’s research, creative, and scholarly activities, which may or may not enhance the prospects for obtaining outside support. Grants-In-Aid are available to scholars from all disciplines and can be used for whatever aspect of a project during a twelve-month period deemed necessary by the applicant, except faculty salary support. Preference will be given to non-tenured early-career faculty and to those who have not received a Grant-In-Aid or Faculty Seed Grant from the Research Council in the previous two years.

**AWARD AMOUNT: Grants-In-Aid** provide a maximum award of \$7,500 for individual applications and \$10,000 for joint applications. They are made possible by support from the NU Foundation and are awarded by the Research Council.

**SCOPE OF THE AWARDS:**

- Funding can support any aspect of a project during a twelve-month period deemed necessary by the applicant, including but not limited to equipment, fees for permission to publish, subventions to support publication, salaries for graduate research assistants, and travel.
- Award recipients are encouraged, but not required, to submit a proposal for competitive external (outside the University of Nebraska system) funding within 12 months of the end of the Grant period.
- Funding restrictions: Funding cannot be used to support faculty salary or benefits.
- If a Principal Investigator (PI) leaves the University before the start date of their Research Council award, or during the award period, the funds remaining in this account will be returned to the University of Nebraska Foundation. If a PI leaves the University, Research Council funds may not be transferred to another UNL faculty member.

**ELIGIBILITY INFORMATION:**

- Applicants must be full-time (1.0 FTE) UNL tenured, tenure-leading or research faculty with a rank of assistant professor or above, a professor of practice, or senior lecturer on the payroll of UNL. If your UNL position falls into one of these categories then no other information is required from you to apply for Research Council funds.
- If an applicant’s UNL position doesn’t fall into one of the categories listed above, then they’re considered an “other employee of the University” (e.g., Extension Educator, Lecturer, and Senior Research Associate) and will be eligible to apply for Research Council funds if the following can be documented:
  - Their University appointment includes research responsibilities;
  - They are eligible to be a Principal Investigator on a federally funded project in their role as a University employee;
  - They have a multi-year appointment with the University such that they will have an appointment during the period when the proposed project will be conducted,

with the reasonable expectation of having this appointment should they apply for and receive a federal project;

- There is evidence that they have a long-term commitment to the University;
  - Their supervising administrator writes a letter supporting their eligibility for Research Council funds.
- Faculty with part-time appointments, visiting and adjunct appointees are not eligible to apply for these funds.
  - A faculty member may submit only one application as Principal Investigator per funding cycle but is not limited as a Co-Investigator or team member on other projects.
  - UNL faculty can receive **only one ORED internal award** (Arts & Humanities Research Enhancement Program, Layman, or Research Council) as PI in any one fiscal year. If multiple awards are offered in the same fiscal year, the PI must decide which to accept. The PI may not receive more than two ORED internal awards in any four-year fiscal period.

#### **REVIEW AND AWARD PROCESS:**

- Applications are reviewed by the Research Council. The Research Council makes funding recommendations to ORED, which will make the final selection.
- The quality of the pool of proposals from year to year will vary. The scoring system will vary from year to year, so the overall scores from a given year should not be compared across years. The number of applications in a category will vary from year to year and thus change the context of the applicant pool and the percentage that can be funded. Resubmissions are possible if you meet the eligibility requirements.
- Announcement of awards is approximately December 15 - 20 following the submission deadline.
- The award period is the calendar year (January 1 to December 31) starting after the announcement has been made.

#### **REQUIREMENTS FOR ALL OFFICE OF RESEARCH AND ECONOMIC DEVELOPMENT AWARDS:**

- 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.
- If possible, applicants should identify external (outside the University of Nebraska system) sources of funding and specify a timeline for proposal submission. In that case, recipients are expected to actively pursue external funding (grants and/or fellowships) within 24 months of receipt of award (12 months after it ends). Failure to do so may disqualify applicants from future competitions.
- A one-page final report is required, due to the Office of Research and Economic Development (ORED) no later than 90 days after the conclusion of funding.
- Recipients are expected to serve as reviewers on at least two ORED ad hoc review panels over a four-year period. Failure to do so may disqualify applicants from future competitions.

## GENERAL SELECTION CRITERIA:

Proposals must address these criteria (100 point scale):

- Scientific or scholarly merit and relevance (50 points)
- Qualifications of project personnel (25 points)
- Budget and facilities (25 points)

## PROPOSAL PREPARATION INSTRUCTIONS

**Only electronic submissions via NUgrant will be accepted** (<https://nugrant.unl.edu>).

### ***Information required as part of the electronic NUgrant application:***

1. **250-word abstract** (using lay terms accessible to a broad audience)
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 relevance, and **written in lay language understandable to non-specialists**. Please make the proposal and bibliography single-spaced, using an 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:

#### ***a. Introduction***

- Pose a clear research question or topic that specifies the purpose of the project.
- 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.
- Explain 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 Grant-in-Aid funds. The scope of the research/scholarly activities must align with a one-year funding period and the \$7,500 or \$10,000 budget. Describe how these activities will enhance the applicant's future research and scholarship.
- Describe what the seed grant will accomplish that cannot be achieved through other means.
- In the case of a joint application, proposers should take care to delineate exactly the activities and contributions for which each participant will be responsible.

#### ***c. If applicable, timeline for external funding proposal submission ( $\leq 24$ months)***

- Identify a specific external (outside the University of Nebraska system) funding opportunity (program and funding agency), submission deadlines, and submission timeline.
- Articulate the fit of the proposed project, explaining how the project aligns with the program priorities.

***d. If you received a start-up package in the last three years, please justify the need for Grant-in-Aid funds relative to the availability of funding from your start-up package.***

3. **List of Key Personnel: Attach a 2-page biographical sketch/vitae summary** for each faculty member involved in the project.
  4. **Current & Pending Support:** List all funded and pending internal and external grants for all faculty members involved in the project, including title, award amount, funding period, and funding agency. Summarize outcomes of previous funding from the Office of Research and Economic Development (last five years, one page max.), including funding from the Research Council (Interdisciplinary Grants, Faculty Seed Grants and Grants-In-Aid). Include reviews from external funding applications where pertinent to project aims.
  5. **Project Budget:** 1-page budget and 1-page detailed justification for up to \$7,500 for an individual application or \$10,000 for a joint application.
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If you have questions about the submission process, please contact Mari Greer in the Office of Research and Economic Development at (402) 472-2851 or by e-mail at [mgreer1@unl.edu](mailto:mgreer1@unl.edu).