

REQUEST FOR APPLICATIONS



Layman Awards

Deadline: Proposals must be fully routed in NUgrant by 5 p.m. on the first Monday in March.

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 research projects by **non-tenured early career faculty**.

New Directions Program provides funding for **tenured faculty** who are branching into new research directions or need funding to support pilot/development work towards the next step in a funded research program.

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

SCOPE OF THE AWARDS

- **Type of projects:** Funding can support pilot projects, prototype development, international travel to conduct research, and demonstration of broader impacts such as educational/public service programs or activities.
- **Appropriate uses for funds:** Applicants should provide strong rationale in the Budget Justification as to how the funds will be used to carry out the proposed project. Regarding personnel time, funds may be used for salary for non-tenure track research faculty, post-doctoral associates, graduate or undergraduate student research assistants and technical personnel. Requests for salary support must include benefits (including graduate student tuition remission and health insurance stipends, when appropriate). Requests for international travel funds must be strongly justified and not exceed \$5,000.
- **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. If a Principal Investigator (PI) leaves the University before the start date of the Layman 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, Layman funds may not be transferred to another UNL faculty member.

ELIGIBILITY INFORMATION

- **Faculty status:** Full-time (1.0 FTE) UNL tenured, tenure-leading and research faculty (ranks of assistant professor or above) are eligible to serve as the Principal Investigator (PI) on applications for Layman Awards. Co-Principal Investigators (Co-PIs) from UNL must hold a full-time appointment, but do not need to hold a tenured, tenure-leading or research faculty position.

Faculty with part-time appointments, visiting and adjunct appointees are not eligible to apply for these funds.

- **PI status:** For each program, a faculty member may submit only one application as PI but may serve as a Co-PI on other projects.
- **Number of internal awards:** UNL faculty can receive only one ORED internal award (Arts & Humanities Research Enhancement Program, Layman, or Research Council) as a 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 awards in any four-year fiscal 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.
- **Submit a final report** to the Office of Research and Economic Development (ORED) no later than 30 days after the end of the funding period or award termination date. Failure to file a final report may preclude recipient from future consideration for internal grants. 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 Associate Dean for Research (or Associate Deans in Colleges that do not have Associate Deans for Research or their designee/s) will review and prioritize submitted applications for their College, then forward that list to ORED for consideration.
- After review of the prioritized lists submitted by the Colleges, ORED will select applications to be funded and submit those recommendations to the Chancellor for final approval.
- Announcement of awards will be made by July 1.
- The anticipated annual award period is August 1 to July 31 after the award announcement has been made. **NOTE:** All Foundation forms and compliance requirements (if needed) must be completed before funds will be released for use.

GENERAL SELECTION CRITERIA

Applications 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 (<https://nugrant.unl.edu>).

The following information is required as part of the electronic NUgrant application:

1. **250-word abstract** (in lay language).
2. **3-page proposal** plus a one-page bibliography (maximum). 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. The scope of the research/scholarly activities must align with a one-year funding period and \$10,000 budget. Describe how these activities will enhance competitiveness for subsequent external funding.
 - Describe what the Layman funds will accomplish that cannot be achieved through other means. **If you received a start-up package in the last three years, please justify the need for Layman funds relative to the availability of funding from your start-up.**
 - 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 two page (maximum) 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 one-page budget and a one-page justification for the requested amount up to \$10,000.

*If you have questions about the submission process, please contact
Mari Greer at (402) 472-2851 or by e-mail at mgreer1@unl.edu.*