Graduate Student Council Research Grants

Jason Hale
February 20, 2017

Topics for Today

- Overview

- Timeframe

- Solicitation

- Application

- Rules and Policies

- Review and Competition

- Awards

Overview

- Competitive program to fund graduate student research

- Open to enrolled graduate students in any discipline

- Meant to support projects that would not be possible with the use of departmental funds alone

- $1,000 per award

- 20 awards per year

- GSC acts as interface with the applicants

- Graduate School and ORSP

  - Provide the funds

  - Coordinate the review process

Overview

- One graduate student per award

- One application per graduate student

- Previous GSC awardees ARE eligible, however…

  - Preference may be given to those who have not received previous awards

- Ineligible:

  - Graduate students on academic probation

  - Graduate students graduating Spring or Summer 17

Timeframe

- Solicitation, February 10, 2017

- Workshop, February 20, 2017

- Applications Due, March 6, 2017

- GSC will conduct compliance review in March, 2017

- Grad School & ORSP will coordinate reviews March/April

- Winners announced in May 2017

- Project periods May or June 2017 – June 2018

Solicitation: Part 1 Overview Information

- Proposals requesting more than $1,000 will not be funded (or reviewed – GSC will screen these out)

- Project costs over $1,000 in direct costs

  - Request up to $1,000 from GSC grant

  - Show where remaining funds will come from

  - Proposals that do not show how the entire project will be funded will not be funded (or reviewed – GSC should screen these out)

Solicitation: Use of Funds and Funding Restrictions

- Eligible Costs include:

  - Research or presentation supplies

  - Travel directly related to field research

  - Costs directly related to essential technical support

  - Examples of eligible items include (but not limited to)

    - Research supplies, such as chemicals, sample bags, software, etc.

    - Presentation supplies and contracted expenses (e.g., poster-board, printing charges)

Solicitation: Examples of Eligible Funding Items

- Eligible Costs include:

  - Research supplies, such as chemicals, sample bags, software, etc.

  - Presentation supplies and contracted expenses (e.g., poster-board, printing charges)

  - Travel expenses related for field work

  - Upgrades to existing university computers (memory, graphics cards, etc.)

  - Gift cards as incentives for research participants

Solicitation: Examples of Eligible Funding Items

- Eligible Costs include:

  - Equipment that will become part or UM's inventory

  - Participation support costs (incentives for participating in research experiements)

    - Gift cards

    - Participant honoraria

    - Etc.

Solicitation: Examples of Ineligible Funding Items

- Educational expenses (workshops, for-credit courses)

- Travel to professional meetings/conferences

- Self-education projects/programs

- Food for persons

- Equipment that could be considered university property

- Child care to enable you to work on your research

- Cameras or digital recording devices

Solicitation: Eligible Funding

- All university policies are in place

- If a proposed activity or expense is eligible under the GSC guidelines, but ineligible per University policy, then University Policy prevails

- If a proposed activity or expense is not prohibited by University policy, but is prohibited by GSC guidelines, then GSC guidelines prevail.

- In short, the most restrictive policy or guideline is in effect.

University Policies

https://secure4.olemiss.edu/umpolicyopen/index.jsp

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Research
Libraries

International
Athletics

Community & Service
Support Ole Miss

About UM

Academics

Campus Life

Policy Directory

University of Mississippi Policies

The University of Mississippi Policy Directory is a central location for accessing and posting University-wide policies. The site also provides procedures and tools for the creation, revision, and periodic review of University policies. The Policy on Policy Management describes these processes.

Procurement

http://procurement.olemiss.edu/purchasing/

THE UNIVERSITY OF MISSISSIPPI

Office of Procurement Services

| Procurement Card | Property Control | Purchasing | Receiving | Travel |

Purchasing

Purchasing procedures vary within the University community. The following links should provide you with the appropriate directions to take, while complying with the Laws of the State of Mississippi and University policies.

Click here if you would like to become a University of Mississippi Vendor

Travel

http://procurement.olemiss.edu/travel/

Travel authorizations required 5+ days before travel

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Office of Procurement Services

| Procurement Card | Property Control | Purchasing | Receiving | Travel |

Travel

It is the policy of the University that all reasonable and necessary expenses for official travel incurred by University employees are reimbursed according to the laws of the State of Mississippi.

Please visit the links below for Travel guidelines

Application: General Rules

- Incomplete applications will NOT be considered.

- Late applications will NOT be considered.

- Incorrect or plagiarized proposals will not be considered.

- Use Times New Roman, font size 12 for the application (smaller, legible size OK for tables and graphics)

- Proposals must have (at least) 1 inch margins on all sides

Application: Research Summary

1 Page

The summary should consist of three clearly labeled sections:
1) **Overview** (1-3 sentences summarizing what you are going to do and why)
2) **Intellectual Merit** (summarizing why this work is important to the field itself, and also to your academic career and how you are ready to undertake it), and
3) **Broader Impacts** (summarizing how this work will contribute in its own small way to better society or the institution).

Remember, reviewers may have generally relevant knowledge, but will rarely be experts in your particular field. Write in a way that is understandable to those in other disciplines, define terms where necessary, explain issues clearly, and proofread carefully.

Application: Research Strategy (4 pages max)

Describe the research project. You may wish to include such information as: the <u>overall goal</u> of the larger work, the one to three <u>specific objectives or aims</u> for this project, the <u>methodology</u> to be employed, any <u>activities</u> to be undertaken, the <u>significance and relevance</u> to the field and to your academic career, the <u>novelty</u> of the approach, <u>the plan for dissemination</u> of results, <u>risks</u> and mitigation strategies, and/or any <u>broader impacts</u> anticipated.

Briefly list any relevant <u>facilities</u>, <u>equipment</u> or other <u>resources</u> you will have at your disposal (and intend to use).

Application: Research Strategy (cont.)

Understandable by reviewers in your BROAD field of:

- Arts and humanities

- Social sciences and education

- Physical and life sciences

- Math, computer science, and engineering

Application: Results from Prior GSC Grants

Results From Prior GSC Grants (1 page maximum)

For past recipients only. Tell the title, dates, and advisor of the previous GSC grant, the status and amount of funds spent/reimbursed, and whether the project was completed and final reports submitted.

Summarize the results of the project, in terms of activities, findings, and dissemination of results (presentations given, articles submitted or published, conference presentations given or accepted, etc.)

Your final report(s) from any previous GSC grant may be a source for preparing this section.

Application: Other Components

Deliverables and Timeline: 1 page max

Budget and Budget Justification: 1 page max, including:

Detailed Budget
List supplies, commodities, travel, and other research related expenses you are requesting and the estimated cost of each. Pay careful attention to ensure all proposed expenses are compliant with this RFA and with the University's spending and reimbursement policies.

Budget Justification
Include a paragraph describing why these costs are necessary for the project.

Current and Pending Support
Detail all sources of current or committed funding (including graduate assistantships) to conduct this project. For proposed projects whose total cost exceeds $1,000, tell where the rest will be coming from.

Application: Other Components

References Cited: (no page limit)
Use the citation style that us customary in your discipline (APA, MLA, etc.) and be consistent.

Biographical Sketch: (2 pages maximum)

Include an NSF-style biographical sketch, including Professional Preparation, Appointments (including graduate assistantships), Products (including publications), and Synergistic Activities.

See NSF PAPPG 17 for further instructions on Biographical Sketch
https://www.nsf.gov/publications/pub_summ.jsp?ods_key=gpg

Application: Other elements

- Terms of Agreements Form

Application: Submission

- Use Ole Miss InfoReady Review Portal

- https://olemiss.infoready4.com/

- Register for an Account

- Use Chrome to verify your account

- Competition is called:

  "Graduate Student Council GSC Grants 2017"

- Submit two documents:

  - Signed Terms of Agreement Form

  - PDF with all other Proposal Components

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InfoReady Review

HOME CALENDAR

UM Internal Grant Competitions and Limited Submissions Portal

Watch UMToday for updates and announcements about future internal competitions and limited submissions opportunities.

The University of Mississippi Office of Research and Sponsored Programs
http://research.olemiss.edu

UM InfoReady Review Portal

The Ole Miss InfoReady Review Portal is the location to find and apply for limited submissions opportunities and many internal grant opportunities managed by the University of Mississippi's Office of Research and Sponsored Programs.

Listed here you will find all such opportunities for which ORSP is currently accepting applications.

To suggest an external opportunity that is not yet listed here, or to ask a question about, or report a problem with, this Portal or any opportunities listed here, please contact Jason Hale, Director of Research Resources

Search:

Title	Due Date	Category	Award Cycle
		All	All
Henry Luce Foundation - Letters of Inquiry	01/01/2020	Institutional Submissions	Ongoing
SEC Faculty Travel Grants Program 2017-18	05/02/2017	Institutional Submissions	Annual
ORSP Faculty Travel Grants FY 2017	06/15/2017	Internal Grants	Ongoing
Graduate Student Council GSC Grants 2017	03/06/2017	Student Competitions	Annual

Review & Competition

- GSC will pre-review all applications and disqualify those that are not compliant with the instructions
- GSC will share all qualifying applications, and a spreadsheet listing metadata for all, to ORSP & Grad School
- ORSP and Graduate School will enlist reviewers from faculty and staff from around campus

Review & Competition

- Review Categories

  - Arts and humanities

  - Social sciences and education

  - Physical and life sciences

  - Math, computer science, and engineering

- Each application will be reviewed by at <u>least two reviewers</u>

- GSC will be notified the 20 recommended for funding

- GSC will notify submitters of results (chosen or not)

- <u>Reviewer comments and scores will be made available</u> through the InfoReady Portal

Review Criteria (30 points maximum)

Intellectual Merit (9 points)

Does the narrative make a compelling case, understandable to a reader from a related but different discipline, that the proposed work will <u>advance knowledge </u>and understanding in a way that compliments, or fills a gap in, work that has come before?

What is the <u>novelty</u> or <u>originality</u> of the proposed work or approach?

Review Criteria (30 points maximum)

Soundness of Plan (7 points)

Does the narrative make a compelling case that the project will be completed as proposed within the project period, using the resources available?

Are potential risks identified, and are contingencies in place to mitigate those risks?

Review Criteria (30 points maximum)

Clarity (7 points)

Is the proposal compelling, easy to understand, and grammatically correct?

Broader Impacts (7 points)

Will funding this project help, in small but concrete ways, to advance important, specified **institutional or societal goals**, or otherwise have a positive impact that is broader than advancing knowledge and the applicant's academic career?
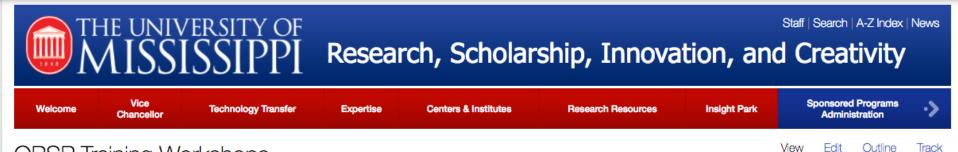
Award and Requirements

- Awardees will sign an award agreement with ORSP

- Funds will be dispersed on a cost reimbursement basis by providing receipts and requests for payments to ORSP

- Awardees will present at the Graduate School 3M Thesis Competition in Fall 2017

- Awardees will present a poster at the GSC poster symposium in Spring 2018

- Awardees will submit mid-term (December) and final (July) reports to GSC

What Next?

- Read that Request for Applications (RFA) carefully

- Comply with the RFA

  - If RFA and this PPT are inconsistent, RFA rules

  - Don't let your application get returned without review!

- Submit your application by the due date

- Comply with award conditions if awarded

- Refer questions (or requests for program changes) to the Graduate Student Council at gscsecretary.olemiss@gmail.com

Access this presentation online

http://www.research.olemiss.edu/presentations

Questions

Q: How many times per year can a graduate student apply for a GSC grant for travel?

A: There is only one GSC grant competition per year.

Q: Can GSC grants be used to pay for student wages—for instance, to pay undergraduates to do document processing or coding related to the project?

A: Yes.