

PSH RESEARCH COUNCIL GRANTS (RCGs) AND INTERDISCIPLINARY GRANTS (INT)

GUIDELINES AND APPLICATION FORMS FALL 2013

I. Research Council Grants and Interdisciplinary Grants: Guidelines

A. Seed Grants

Penn State Harrisburg Research Council Grants (RCGs) and Interdisciplinary (INT) grants (see Guidelines section F below) are intended to serve as “seed funding” for faculty for new projects. The intent is to provide limited funding to explore a new research project and assess whether that new project has potential for full development.

It is expected that most successful RCG and INT grants will result in presentations and peer-reviewed publications, as well as subsequent competitive grant applications to outside agencies. These presentations and publications should acknowledge the RCG/INT funding:

“This project was funded in part by a Research Council Grant (or Interdisciplinary Grant) from Penn State Harrisburg.”

In addition, any later RCG/INT applications from the PI/CoPIs (whether as PI or CoPI) must include details of the outcomes of the prior RCG/INT funding (Application Section H3).

B. Eligibility

All Penn State Harrisburg full time faculty are eligible to apply for RCG or INT grants. However, when there is not sufficient funding available to fund all proposals (expected to occur only rarely) that receive a “fundable” score (see below), the priority for funding will be: pre-tenure faculty, then tenured faculty, then fixed-term faculty.

In most cases faculty who receive RCG/INT grants will not receive funding again until several years later. In particular, a faculty member may not be PI or CoPI on more than one active RCG/INT grant at any time; if an overlapping application receives a fundable score, funding must then usually be delayed at least until completion of the prior project (including Office of Research receipt of the final report).

Faculty may not receive more than one RCG/INT award for any specific research project. Thus, it is expected that faculty will seek competitive grants to fund subsequent phases/studies of an RCG/INT project.

C. Funding Levels

Funding levels for the RCG awards: Award will be limited to a maximum of \$7500, but knowing that the budgets may be cut further.

Funding levels for the Interdisciplinary Awards: Award will be limited to a maximum of \$10,000, but knowing that the budgets may be cut further.

Other funding restrictions are listed on the BUDGET form page.

D. Review of RCG/INT grant proposals

In addition to providing a mechanism to provide seed grant funds, the RCG/INT grant process also provides a mechanism for training in grantsmanship (grant application and funding processes). Thus, the review process is similar to the peer-review process for many national sponsors. Each RCG/INT proposal will be reviewed by 3 members of the elected Penn State Harrisburg Research Council Grant Committee. The three reviewers will be selected by the Associate Dean using the best judgment to allow a fair review while distributing the review load across all committee members. A fourth review is provided by the PI's School Director (see below). Each reviewer reports their review as a) a review score from a scale of 1-5, where 1 is excellent and b) a 1-3 paragraph "critique" that explains the assigned score and indicates areas for project/proposal improvement. All reviews are "blind", i.e. the identities of the reviewers are not available to the applicant.

The single determinant of whether a proposal is funded is the average of the reviewers' scores, with one exception: if a single poor score from one reviewer results in an unfundable score, the Associate Dean will carefully evaluate whether that poor score should "stand", based on evaluation of whether the critiques from that reviewer match the score and whether the comments include reasonable issues for revision. This process is intended to ensure that in no circumstance would a score/review that appears to be inappropriate or prejudiced in some way be allowed to prevent/delay a proposal's funding.

The reviewer critiques will be conveyed to the PI for any RCG/INT proposal that does not receive a "fundable" score, and the PI will be invited to revise accordingly and resubmit at a later date. Since this process of proposal revision is a normal part of the grantsmanship process, and the intent is to assist faculty in learning/navigating that process, **the Associate Dean is always available to coach faculty in dealing with critiques** of their grant proposals in order to provide the most effective revised version for re-consideration in a subsequent competition. Moreover, when a reasonable effort is made to submit a revised version in accordance with the prior critiques, AFTER the re-scoring of the resubmission by the usual process described above, the Associate Dean will then further improve the score of the resubmitted proposal by one-half point. In most cases, this process has resulted in proposals being funded by the second submission.

E. Proposal Submission Deadlines and School Director's Role

TWO DEADLINES: The Fall 2013 competition for the PSH Research Council Grants and Interdisciplinary Grants has **TWO DEADLINES:**

Friday, October 18, 2013 (Submission to the School Director)
Friday, November 1, 2013 (Submission to Office of Research)

This process reflects the dual roles the School Directors play in the grant submission process. The first deadline provides for a mentoring stage of the proposal process (earlier submission here will enhance their ability to give constructive input). After the proposal is submitted to the Office of Research and Outreach for review, the School Directors will then provide their evaluation as in the past, but they will do this by **functioning as 4th reviewer for proposals from their faculty.**

F. Interdisciplinary (INT) Grants

Interdisciplinary grants will fund proposals from two or more Capital College (Penn State Harrisburg) full time faculty members for seed projects that are truly INTERDISCIPLINARY in nature:

1. Projects involve interdisciplinary problems (for example, more global concepts than from one discipline) that could not be addressed within one research area.
2. Projects include two or more Capital College (Penn State Harrisburg) faculty and incorporate investigative approaches from at least two different disciplines at Capital College. IN MOST CASES, the projects will INVOLVE FACULTY FROM TWO DIFFERENT SCHOOLS AT CAPITAL COLLEGE. **If the faculty investigators are within the same School, strong justification of the separate disciplines will be required.**
3. All aspects of the application and review processes for INT grants will be similar to that described above for the RCGs, except for the requirement for collaborating faculty and the opportunity to apply for a higher level of funding.
4. Since one purpose of the INT program is to stimulate the formation of new collaborative teams addressing truly interdisciplinary research, established collaborative teams who already have funding on related projects will not likely be funded under this venue.

II. RCG/INT Application Forms—see attached.