

Faculty Research & Publication Board
Provost's Seed Grant (PSG) Application Instructions

Notice of Intent to Apply – **REQUIRED!**

In order to apply for the PSG, applications must be submitted by the submission deadline. On the day

following the Notice of Intent due date, recipients will receive an email from Digital Measures/Faculty Success with a link to their application in Digital Measures/Faculty Success.

Application Deadlines

1. Notice of Intent to Apply deadline: September 27, 2024

unit's Org.

significant return on investment compared

- x Can be a new submission or a resubmission
- x Must be provided to ORSP to assist in construction
- x Preference given to awards with F&A (i.e. F&A)
- x No more than one (1) award shall be given per
- x The deadline for submission should be 6-9 months before the start of the competitive application.

- x Applicants must work with OSRP Research Development and Pre-Award to develop a competitive proposal.

B. PSG Project Plan

No more than 2 pages, single-spaced, 12pt Arial or Times New Roman font with 1-inch margins outlining the research plan.

C. PSG Proposal Budget & Budget Justification

- a. The [PSG Budget form](#)

1. If funds are awarded to a team of faculty, 1 course buyout can be requested for the Principal Investigator only. Adjunct replacement costs (\$1260/credit hour) for three (3) units will be provided to the PI's home department or college.

b. Narrative Budget Justification

Prepare a narrative to justify each of the cost items included in your budget, including how you determined the amount and why it is necessary to the project. Include the role of each faculty team member. Formatting should be single-spaced, 12pt Arial or Times New Roman font, with 1-inch margins.

D. Intellectual merit & broader impacts

No more than 0.5 pages single-spaced 12pt Arial or Times New Roman font with 1-inch margins.

- E. Statement of Significance of proposed studies** to the funding agency and/or funding opportunity identified for submission: No more than 0.5 pages single-spaced 12pt Arial or Times New Roman font with 1-inch margins. **(Highlight how your NSF proposal relates/responds to the call for the NSF proposal.)**

F. Project Timeline **(Work proposed in the PSG)**

- G. Deliverables and Deliverables Timeline** **(The timeline of the external submission and other outputs, ~~500 R (1) 5 PST (1) funds 1247 Typ (1) 100 J. U. d 44 Tw ((i) 10 B. Tw (1) 10 L. G. Tw 4 (2) 5. 10 J. 40 N. 14. 17 J. (1) 10~~)**

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If you would like to view your ORSP Vita before you have access to the PSG application, you can do so by clicking on the “Reports” menu in Digital Measures and clicking on “ORSP Vita.” For the applications, only the last three years will be included in the ORSP Vita, so set the dates to include only the most recent three years. In section 2., Click on “Change Selection.” Click on “Individuals.” Make sure nothing is selected. Scroll down to your name and check the box next to your name. Click “Save.” Then click on “Run Report” to see your ORSP Vita.

PSG Application Submission Deadline

Proposals must be submitted in Digital Measures not later than 5:00 p.m. on October 8, 2024. It is the policy of the FRPB that, without exception, proposals received after the deadline will not be considered for funding. See the [PSG website](#) for precise due dates.