PILOT FUNDING FOR NEW RESEARCH (Pfund)

FY2010-11 Request for Proposals

DEADLINE DATES:

Last day for questions and answers about this RFP: **December 1, 2010**

Proposals due: **December 6, 2010**

RFP ISSUE DATE: **October 5, 2010**

LOUISIANA EXPERIMENTAL PROGRAM TO STIMULATE COMPETITIVE RESEARCH (EPSCoR)

Supported by:
The National Science Foundation and the Louisiana Board of Regents

1201 North Third Street, Suite 6-200

Baton Rouge, Louisiana 70802

(225) 342-4253

www.laregents.org

I.   Program Description

I.A.   Overview

Louisiana EPSCoR solicits seed-grant research proposals from the State's tenured and tenure-track science and engineering (S&E) faculty members seeking funding to demonstrate an innovative or novel concept that can result in attracting federal funds. Funding for the Pilot Funding for New Research (Pfund) program is available under Louisiana's NSF EPSCoR (Experimental Program to Stimulate Competitive Research) award.   The program will be administered through the BoR's Office of Sponsored Programs and will operate under the guidance of the State's EPSCoR Committee.

I.B.   Objectives

Louisiana EPSCoR has designed the Pfund program to stimulate and support science and engineering faculty in their exploration of novel research. The Pfund program provides opportunities for both tenured and tenure-track faculty.

- **Untenured, but tenure-track faculty** can use the seed funding made available by this program to sharpen their research focus and develop cutting-edge techniques.

- **Tenured faculty** can use award funds to demonstrate an innovative or novel concept and become more competitive by investigating new areas that require a shift in their current research direction.

The ultimate goal of the Pfund program is to enable faculty to submit more competitive federal proposals, particularly to NSF, given that this program is funded through NSF EPSCoR. This program is limited to the science and engineering research disciplines supported by NSF. For more information about which disciplines are supported by NSF please visit: http://www.nsf.gov/funding/aboutfunding.jsp. Reviewers will evaluate the merit of each proposal based in part on the potential of the investigator to enhance his/her research competitiveness in order to secure federal funds.

I.C.   Financial Considerations

The BoR will provide up to $10,000 per award for this program in fiscal year (FY) 2010-11. The number of awards is subject to the availability of funds and the quality of proposals received.

Award dollars may be used to support students, travel, and the purchase of scientific equipment and supplies.   Faculty and postdoctoral researcher salaries are **not** allowable expenses.   Any scientific equipment requested must have a strong justification included in the project description. Cost sharing is not required.

Funds will be made available by contract from the BoR to the Principal Investigator's (PI) institution. The expected start date is February 1, 2011, with a contract duration of twelve months.

Indirect charges (i.e. overhead) are not allowed under this program.

I.D. Eligibility

Individuals who hold a regular tenured or tenure-track S&E position at any Louisiana public institution of higher education, or at any Louisiana higher education institution that is a member of the Louisiana Association of Independent Colleges and Universities, are eligible to apply. An individual may submit only one proposal in response to this RFP. Individuals who received Pfund awards in last year's FY2009-10 competition are **not** eligible for this round of funding.

I.E. Timetable

December 1, 2010   Last day to answer questions concerning this RFP

December 6, 2010   Proposals due at the BoR

I.F. Deadline for Submission of Proposals

The **deadline** for receipt of proposals on the BoR server is **4:30 p.m. Monday, December 6, 2010.** *Proposals must be submitted electronically; the BoR will not accept hard copy submissions.* Failure to meet this deadline will invalidate the submission.

I.G. Reporting

Successful applicants will be required to submit a final report, due at the completion of the contract term. In addition, a follow-up report will be required one year after completion of the project to help assess the efficacy and impact of the Pfund program. Failure of an awardee to comply with these requirements will result in declination of future LA EPSCoR awards to that individual until such time the delinquent report is received.

II. Proposal Submission and Format Requirements

The following proposal requirements must be followed closely. *Proposals that do not adhere to these guidelines will not be considered.*

II.A. General Requirements

The applicant is responsible for any misunderstandings that occur because of incorrect proposal assembly and delivery to the BoR. As noted in Section I.F., all proposals must be submitted electronically to the BoR server on or before the announced deadline.

II.A.1 Electronic Submission

The proposal must be submitted to the Board of Regents by the submitting institution's authorized representative. **Proposals directly submitted to the Board of Regents by individual PIs will not be accepted.** All online submissions must be uploaded as a single PDF document through the LOGAN system.

Instructions for PIs:

1. Go to URL: https://laregents.org/cgi-bin/logan/home.
2. Login using your LOGAN credentials.
   a. If you are new user and do not have a LOGAN login, please click on "New user registration" to register.

      b. If you have logged into LOGAN before and have forgotten your credentials please send an email to support@laregents.org.

3. After logging in, click on "Pfund Proposals" and use the provided online form to select and upload the PDF document.
4. If upload is successful, send the proposal to your sponsored programs office by clicking the "Send Proposal to OSP/OSR". A proposal number will be assigned after the proposal is successfully sent to the PI's Office of Sponsored Programs/Research.
5. An email confirmation will be sent to the PI with the proposal number.
6. The OSP/OSR will review the proposal, and, if approved, send the proposal to the Board of Regents.

Instructions for the OSP/OSR:

1. Go to URL: https://laregents.org/cgi-bin/logan/home.
2. Login using your Institutional credentials.
3. Select "Pfund Proposals".
4. Follow simple onscreen instructions to submit the proposal to the Board of Regents, EPSCoR office.
5. An email will be sent to both the PI and the OSP/OSR to confirm successful submission of the proposal.

If **both** the PI and the OSP/OSR do not receive confirmation emails within 12 hours, the proposal was not received. Please contact Karthik Poobalasubramanian by phone at (225) 342-4253 or by email at support@laregents.org.

II.A.2 Format Requirements

The Project Description section must be clear, readily legible, and conform to the following requirements (which are identical to NSF proposal preparation requirements):

- must be formatted to a standard 8-1/2" x 11" page
- all pages are to be numbered consecutively
- Margins, in all directions, must be at least an inch
- No more than 6 lines of text within a vertical space of 1 inch

One of the following typefaces identified below must be used:

- Arial, Courier New, or Palatino Linotype at a font size of 10 points or larger
- Times New Roman at a font size of 11 points or larger
- Computer Modern family of fonts at a font size of 11 points or larger
- In addition to the typefaces identified above, Macintosh users also may use Helvetica and Palatino typefaces

A font size of less than 10 points may be used for mathematical formulas or equations, figure, table or diagram captions and when using a Symbol font to insert Greek letters or special characters. PIs are cautioned, however, that the text must still be readable.

II.B Proposal Components

II.B.1 Cover Page (Use attached form.) Note: list of prospective reviewers should immediately follow the Cover Page.

II.B.2 Summary

A 200-word summary of the proposed activity is required.

II.B.3 Project Description

The project description, not to exceed five (5) pages, should:

- Describe the significance of the project relative to research in its general field;

- Provide a statement of work, listing the major research tasks to be carried out, a timeline for accomplishing the tasks, and expected outcomes;

- (For tenure-track faculty) Explain how the project will help the investigator sharpen his/her research focus and/or develop cutting-edge techniques that can enable the investigator to become more competitive in obtaining federal funding;

- (For tenured faculty) Explain how the project will help the investigator develop innovative or novel concepts and pursue new areas of research that <u>require a shift in their current research focus</u> to become more competitive for federal funding; and

- Describe the potential impact of the project in securing federal funding, e.g., planned proposal submissions that could result from the work.

As part of the evaluation process, reviewers will assess the potential of both the investigator as well as the project to secure federal funding.

II.B.4 References Cited

References Cited are not considered part of the five-page project description.

II.B.5 Budget and Budget Narrative – Use attached budget form

A summary budget covering the award period is required. A one-page budget justification/explanation must also be included. All matching commitments must be listed on the budget page and explained in the budget justification/explanation.

II.B.6 Biographical Sketches – Use attached form or NSF form

Biographical sketches of the Principal Investigator (PI) and any collaborators are required and must not exceed two pages each.

II.B.7 Current and Pending Support – Use attached form or NSF form

Current and Pending Support forms for the PI and any collaborators are required.

II.B.8 Facilities, Equipment, and other Resources – Use attached form or NSF form

Do not exceed one page.

II.B.9 Letters of Support

Letters of support may be included at the end of the proposal.

III.   Questions About This RFP

Specific questions concerning this RFP and the requirements set forth herein should be directed **in writing** to Mr. Jim Gershey, Executive Director of Special Programs, by sending an email message to jim.gershey@la.gov. Questions will be accepted and answered **through December 1, 2010**. A running compilation of all questions asked about this RFP and all answers provided in response to those questions will be periodically posted on the BoR website at http://laregents.org.

COVER SHEET FOR PROPOSAL TO THE BOARD OF REGENTS

FOR CONSIDERATION BY BoR ORGANIZATION UNITS(S) LOUISIANA EPSCoR	**FOR BoR USE ONLY** **BoR PROPOSAL NUMBER**
PROGRAM ANNOUNCEMENT/SOLICITATION NO./CLOSING DATE PFUND FY2010-11/December 6, 2010	Institution's Proposal ID (optional)

NAME OF ORGANIZATION TO WHICH AWARD SHOULD BE MADE:	ADDRESS OF AWARDEE ORGANIZATION, INCLUDING ZIP CODE:

TITLE OF PROPOSED PROJECT:

REQUESTED AMOUNT $	PROPOSED DURATION: 12 months		
PI NAME (TYPE or PRINT)	Highest Degree, Yr	Telephone Number	EMail Address

PI STATUS (check one) ___ Tenure-track ___ Tenured	PI RANK (check one) ____ Assistant Professor ____ Associate Professor ____ Full Professor

PI/PD DEPARTMENT PI/PD FAX NUMBER	PI/PD POSTAL ADDRESS

NSF PROGRAM THAT WOULD MOST LIKELY FUND THIS TYPE OF RESEARCH:	NSF DIRECTORATE:	NSF DIVISION	NSF PROGRAM AREA

URL of NSF Program Area:

Other federal agencies that are likely to fund this research:

APPLICANT MUST PROVIDE NAMES OF PROSPECTIVE REVIEWERS – SEE BELOW:

On a separate page immediately following this cover sheet, provide the name, title, affiliation, mailing address, telephone number, and e-mail address for at least five out-of-state scholars in the specific field of your proposal who are qualified to evaluate your proposal and/or who can recommend other individuals who are qualified to evaluate your proposal. Names of potential reviewers from institutions where the applicant has taught or was a student should not be provided.

Conflict of Interest Criteria:
Reviewers cannot 1) have been a Louisiana faculty member during the previous five years; 2) have collaborated on a publication, funded project, or as a paid consultant with the applicant during the past five years; or 3) have supervised the master's thesis, doctoral candidacy, or post-doctoral work of the applicant.

Pfund Budget Page

	Funds Requested
INSTITUTION:	
PRINCIPAL INVESTIGATOR:	
A. SENIOR PERSONNEL: (Not allowed under Pfund)	
B. OTHER PERSONNEL (show #s in parentheses)	
[ ] Other Professionals	
[ ] Graduate Students	
[ ] Undergraduate Students	
[ ] Secretarial/Clerical	
[ ] Other	
Total Salaries & Wages (A+B)	
C. FRINGE BENEFITS (if charged as direct costs)	
Total Salaries, Wages, & Fringe (A+B+C)	
D. PERMANENT EQUIPMENT (List item & dollar amount for each item exceeding $5000)	
Total Permanent Equipment	
E. TRAVEL	
1 Domestic (Incl. Canada & U. S. possessions.)	
2 Foreign	
F. PARTICIPANT SUPPORT COSTS	
1 Stipends	
2 Travel	
3 Subsistence	
4 Other	
Total Participant Costs	
G. OTHER DIRECT COSTS	
1 Materials and Supplies	
2 Publication Costs/Pages Charges	
3 Consultant Services	
4 Computer (ADPE) Services	
5 Subcontracts	
6 Other	
Total Other Direct Costs	
H. TOTAL DIRECT COSTS (A thru G)	

BIOGRAPHICAL SKETCH

Provide the following information for the senior personnel on the project. Begin with the Principal Investigator/Project Director.
DO NOT EXCEED 2 PAGES PER PERSON.

A.   Vitae, listing professional and academic essentials and mailing address.

B.   List up to 5 publications most closely related to the proposed project and up to 5 other significant publications, including those being printing. Patents, copyrights, or software systems developed may be substituted for publications. Do not include additional lists of publications, invited lectures, etc. Only the list of up to 10 will be used in merit review.

C.   List of persons, other than those cited in the publication list, who have collaborated on a project or a book, article, report or paper within the last 48 months, including collaborators on this proposal. If there are no other collaborators, please indicate that fact.

D.   Names of graduate and post-graduate advisors and advisees.
        The information in C. and D. is used to help identify potential conflicts or bias in the selection of reviewers.

CURRENT AND PENDING SUPPORT

(From ALL sources, including Support Fund)

NAME OF INVESTIGATOR:

Status of Support: ___Current   ___Pending   ___Submission Planned in Near Future

Project/Proposal Title:

Source of Support:

Award Amount (or Annual Rate): $_____   Period Covered:_____

Location of Activity:

Person-Months or % of Effort Committed to the Project: _____Cal Yr   _____Acad   _____Summ

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Status of Support: ___Current   ___Pending   ___Submission Planned in Near Future

Project/Proposal Title:

Source of Support:

Award Amount (or Annual Rate): $_____   Period Covered:_____

Location of Activity:

Person-Months or % of Effort Committed to the Project: _____Cal Yr   _____Acad   _____Summ

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Status of Support: ___Current   ___Pending   ___Submission Planned in Near Future

Project/Proposal Title:

Source of Support:

Award Amount (or Annual Rate): $_____   Period Covered:_____

Location of Activity:

Person-Months or % of Effort Committed to the Project: _____Cal Yr   _____Acad   _____Summ

FACILITIES, EQUIPMENT & OTHER RESOURCES

FACILITIES: Identify the facilities to be used at each performance site listed and, as appropriate, indicate their capacities, pertinent capabilities, relative proximity, and extent of availability to the project. Use "Other" to describe the facilities at any other performance sites listed and at sites for field studies. USE additional pages if necessary.

Laboratory:

Clinical:

Animal:

Computer:

Office:

Other: _____

MAJOR EQUIPMENT: List the most important items available for this project and, as appropriate identifying the location and pertinent capabilities of each.

OTHER RESOURCES: Provide any information describing the other resources available for the project. Identify support services such as consultant, secretarial, machine shop, and electronics shop, and the extent to which they will be available for the project. Include an explanation of any consortium/contractual arrangements with other organizations.

The following review forms will be used by the out-of-state reviewers for evaluation purposes. They are provided for your information only.

LA EPSCoR

Pilot Funding for New Research (Pfund) Program

Proposal Evaluation Form for `TENURED` Applicants

Principal Investigator name: _____ PI Institution: _____

Instructions: Please read the RFP, the proposal, and all accompanying information carefully, then score the proposal, using the following criteria and point allowances:

Criteria	**Points awarded**
1. Does the proposed research project appear to be technically and scientifically sound? In particular, does the proposed research indicate a significant shift in the applicant's research focus? (50 points)	_____
2. Do the proposed research and supporting materials provide convincing evidence of the potential to attract federal funding, i.e., through future proposal submissions to federal agencies? (40 points)	_____ _
3. Are the budget, timeline, and infrastructure reasonable to ensure success? (10 points)	_____ _
4. Total Score (of a possible 100 points)	_____ _

Please provide constructive comments that can be relayed to the applicant. Use additional pages if necessary. (Your identity will be kept confidential.)

Example Only

Reviewer's Signature: _____ **Date:** _____

Printed Name: _____

Send form electronically to **jessica.domingue@la.gov** or by fax to 225-342-3371. Thanks!

Pilot Funding for New Research (Pfund) Program
Proposal Evaluation Form for TENURE-TRACK Applicants

Principal Investigator name: _____ PI Institution: _____

Instructions: Please read the RFP, the proposal, and all accompanying information carefully, then score the proposal, using the following criteria and point allowances:

Criteria	Points awarded
1. Does the proposed research project appear to be technically and scientifically sound? Will the proposed research significantly enhance the applicant's research focus, substantially advance the exploration of their new ideas, and/or enable them to become proficient in utilizing cutting-edge techniques? (50 points)	_____
2. Do the proposed research and supporting materials provide convincing evidence of the potential to attract federal funding, i.e., through future proposal submissions to federal agencies? (40 points)	_____
3. Are the budget, timeline, and infrastructure reasonable to ensure success? (10 points)	_____
4. Total Score (of a possible 100 points)	_____

Please provide constructive comments that can be relayed to the applicant. Use additional pages if necessary. (Your identity will be kept confidential.)

Example Only

Reviewer's Signature: _____   **Date:** _____

Printed Name: _____

Send form electronically to **jessica.domingue@la.gov** or by fax to 225-342-3371. Thanks!