Request for Proposals

Advancing Our Strategic Priorities: 2017-2018 Chancellor’s Seed Grant Program

Overview

Central to the vision of the Rutgers University - Newark (RU-N) strategic plan, *Where Opportunity Meets Excellence*, is the notion of RU-N being a place where people with tremendous talent, intellectual capacity, and imagination can fully leverage these assets for the benefit of our students, our university, and the many communities with which we interact.

In order to achieve the ambitious goals articulated in the strategic plan, seed grant funds have been dedicated to support the development and implementation of projects proposed by members of the RU-N community. We are currently accepting proposals for the third year of the program to seed innovative projects that support scholarship, education, and community engagement.

Funding Available

Applicants may apply for up to a total of $60,000 for one year with the ability to compete for additional funding for the same project in the next year’s seed grant cycle.

Eligibility

The Chancellor’s Seed Grant Program is open to all RU-N faculty and professional staff. Applicants may serve as a Principal Investigator (PI) on one proposal only; however, an applicant may serve as a collaborator or co-PI on multiple proposals. Previously funded projects that have expended all funds may apply for the 2017-2018 cycle with a strong rationale for the need for additional funds (please see guidance for *Continuing Projects*). Priority will be given to projects and PIs/Co-PIs that have not received funding previously under this program.
Submission Process

I. All new proposals must include:

1. Abstract: A one-page or less summary of the proposed project that includes an outline of the project’s goals and its significance. Applicants should be aware that the review committee is comprised of representatives from a number of disciplines. The abstract should be written in language that is accessible to those with varying levels of expertise.

2. Project Description (maximum 5 pages)
   a. Project overview, methods and goals for the grant period, including a statement regarding originality or innovation.
   b. Anticipated impact from seed grant activities, including measurable outcomes and metrics.
   c. Statement outlining the project’s advancement of one or more of RU-N’s strategic priorities (see http://www.newark.rutgers.edu/strategic-planning).
   d. Description of multi-disciplinary partnerships, including the names and affiliations of the individuals collaborating on the proposal, with letters of support from participants (not included in page count).
   e. Plan for sustaining the project beyond the initial funding cycle, if applicable.

3. Signature of approval from the dean, department head and/or director of the PI’s home unit.

4. A budget and budget narrative that provides an overview of projected expenses. Please use the budget template provided in the submission site.

II. All continuing project proposals must include:

1. Project Description (maximum 3 pages)
   a. Description of activities conducted through the original seed funds and outcomes/impacts associated with the project to date.
   b. Rationale for the need for further funding.
   c. Anticipated impact(s) from additional seed grant activities, including measurable outcomes and metrics.
   d. Plan for sustaining the project

2. A budget and budget narrative that provides an overview of projected expenses. Please use the budget template provided in the submission site.
All new and continuing project proposals must be uploaded in pdf format via the electronic submission form, using the title page and budget template provided. For all templates and submission forms, please go to:

http://gsn.newark.rutgers.edu/Chancellor%27s%20Seed%20Grants

**Review Criteria**

Each proposal will be reviewed by three members of the Seed Grant Committee. Following this initial review, proposals will be reviewed by the academic deans with final decisions made by the Provost and Chancellor.

Each **new** proposal will be reviewed according to the following criteria:

1. **Originality**: Proposals should reflect projects/curricula/programs that contribute to a spirit of innovation on our campus. Priority will be given to proposals that can successfully bring something new and different to RU-N.

2. **Impact**: High impact scholarship that positively affects the lives of our students, our university community, and/or another identifiable community is central. Proposals must include a statement of the project’s expected impacts and outline very clear metrics as to how impacts will be measured.

3. **Mission focus**: Proposals should address one or more of the priorities articulated in the strategic plan. All applicants are strongly encouraged to examine the strategic plan carefully. It can be accessed at: http://www.newark.rutgers.edu/strategic-planning.

4. **Interdisciplinarity**: Proposals should demonstrate partnerships across two or more academic RU-N units and where appropriate, with other academic partners, agencies and organizations.

5. **Sustainability**: The seed grant initiative is meant to provide start-up funding for projects that can be sustained over time. Each proposal should address whether the project is intended to be time limited or sustained over time. If the project is not time limited, the applicants should describe how the project will be sustained over time.

A competitive advantage will be given to proposals that: (1) provide professional development, training and/or research opportunities for undergraduate and graduate students and post-docs, and/or (2) demonstrate support from additional sources (e.g., deans, directors, external funding), including matching funds and/or cost-sharing.
Continuing project proposals will be reviewed according to the following criteria:

1. Evidence of past impact. Evidence of project impact that positively affected the lives of our students, our university community, and/or another identifiable community.

2. Anticipated future (continuing) impact. Proposals must include a statement of the project’s expected impacts as a direct result of the supplemental funds and outline very clear metrics as to how impacts are measured.

3. Sustainability. The seed grant initiative is meant to provide start-up funding for projects that can be sustained over time. Applicants for continued funding should describe how the project will be sustained over time.

Please direct all questions to:

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Due Date: January 29, 2017

Award Announcement: May 1, 2017