TO: South Dakota Institutions of Higher Education

FROM: Liza Clark, Director of Gov't Affairs and Economic Development
Kinchel Doerner, SD EPSCoR Director

SUBJECT: Competitive Research Grant Program FY24

DATE: December 9, 2022

The South Dakota Board of Regents is sponsoring the Competitive Research Grant Program. This program supports early career faculty to develop their research portfolio by generating preliminary data to support submission to external funding opportunities. Through this FY24 Request for Proposals (RFP), the South Dakota Board of Regents solicits applications for research grants to faculty within the first four years of a tenure-track appointment at any of the six institutions in the Regental System.

This RFP, the Cover Sheet, and Budget Template is at: https://www.sdbor.edu/administrative-offices/research/Pages/Request-for-Proposal.aspx

Important Dates:
- ➢ **Proposal Due Date:**   **February 24, 2023**
- ➢ **Announcement of Awards:**   **Early April, 2023**

All communications regarding this program should be sent to:
Marcy Olsen
South Dakota EPSCoR
South Dakota Board of Regents
4801 N. Career Ave., Suite 103
Sioux Falls, SD 57507
Tel: (605) 274-9533
Marcy.Olsen@sdbor.edu

South Dakota Board of Regents
Competitive Research Grant Program
Request for Proposals

1. Purpose of the Competitive Research Grant Program
The Competitive Research Grant (CRG) Program supports early career faculty to develop their research and educational career by enhancing their ability to pursue and secure external funding to support their scholarly activities. The awards will allow researchers to generate preliminary data to 1) increase the level of externally supported university research in South Dakota's technology based economic development; 2) expand academic research; 3) build additional statewide research and STEM education capacity; and 4) exploit new commercial development opportunities.

2. Eligibility
Applicants must be in their first four years of a full-time, tenure track position at the time of application. Faculty receiving >25% of their salary from the Governor Research Center Program, NSF EPSCoR Track 1 project or the Agricultural Experiment Station are ineligible.

3. Research Focus Areas
Preference will be given to proposals in STEM education and workforce development as well as the research and development areas identified in the South Dakota Science and Innovation Strategy[1]. These include: 1) value-added agriculture and agribusiness; 2) energy and environment; 3) human health and nutrition; 4) information technology and cybersecurity; and 5) materials and advanced manufacturing.

4. Review Process
Proposals will be reviewed by an external review panel with a wide range of expertise. The panel will forward their evaluations to SD EPSCoR Director who will forward to the Executive Director of the South Dakota Board of Regents who will make all funding decisions. In the event a proposal from a research institution and a primarily undergraduate institution are viewed to have equal merit, preference will be given to the primarily undergraduate institution. All decisions are final.

5. Review Criteria
The proposal will be assessed based on the quality of the narrative (i.e. proper grammar, concision, clarity, etc) and the intellectual merit. The likelihood of garnering external funding after the conclusion of the award as well as the broader effects on the university and related communities will also be assessed.

6. Administrative and Financial Requirements

    A. Funding & Project Duration: The minimum amount of available funds is $435,000; maximum award amount is $90,000. CRP projects are expected to be one year in duration. Ideally, project personnel are in place on the start date or soon thereafter, however, past researchers have experienced delays in enrolling the necessary graduate students thereby compressing the effective length of time available to complete the project. To remedy this, projects will now be 18-months. Researchers must clearly indicate in the project timeline and budget sections which duration they have chosen. If an 18-month award length is chosen, justification must be provided in the project description and two budget forms, one for each fiscal year, must be submitted. Funds may be used to cover salaries, undergraduate and graduate student support, equipment, supplies and infrastructure-related costs.

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[1] The South Dakota Science and Innovation Strategic Plan approved by the South Dakota EPSCoR REACH Committee April 2022

B. Indirect costs are not allowed. Fringe benefit costs are allowable and should be included in the budget.

C. Proposals may be joint proposals from two or more faculty members within or among BOR institutions. Budgets should be constructed to show the proportionate share of the budget allocated to each researcher. All team members must meet eligibility requirements. Faculty members who do not meet eligibility requirements may be included in the proposal (e.g. mentor, advisor) but can not receive salary or other material support.

D. Interim & Final Reports: All required reports must be filed by the deadline. These reports should be 3 pages maximum and describe the progress made to-date based on the goals/objectives described in the proposal. Use formatting requirements described here.

E. Compliance: Normal regulatory compliance requirements (human subjects, biohazards, animal welfare, etc.) of the home institution apply and appropriate approvals must be granted before work can commence. These approvals may be obtained during the review process. Intellectual property derived from research associated with this grant is subject to Board of Regents Policy No. 4:34 (Intellectual Property).

F. Faculty members who leave the university system prior to completion of the project will be required to reimburse the Board of Regents up to 100% of the state's portion of the grant, or at minimum reimburse any compensation dollars awarded during the performance period.

7. Proposal Format and Components

A. Proposal Length: 18 pages maximum.

B. Font and Format: Proposals should be in font size 12, font style Times New Roman, single-spaced, 1-inch margins on all sides with all pages numbered, MS Word or PDF. PDF preferred.

C. Project Summary: 1 page. A summary of the proposal including project description, sustainability plan, and budget.

D. Project Description: 6 pages maximum. The project description is the centerpiece of the proposal and must describe the project's intellectual merit and broader impacts. This section should present the proposed activities in a clear, detailed, compelling way and describe how the activities will lead to long-lasting impacts to the PI's research career. The project description should specify the expected outcomes and include a timeline for meeting the goals and presented in sufficient detail to facilitate the reviewers' assessment of the proposal. Additionally, the proposal should describe how the project will benefit the PI's home institution and other stakeholder groups.

E. Sustainability Plan: 1 page. This section describes how the research will be sustained following the conclusion of the award. Anticipated external proposal submissions during the award and for a 12-month period following the conclusion of the award should be described in detail (title of proposal, funding agency and directorate, anticipated date of submission, requested amount, etc.). Any additional plans to submit external proposals should also be included. To aid in developing plans to submit external proposals, researchers are encouraged to consult with the program officers of the funding agencies prior to submission of this CRG.

F. Budget: Use the supplied form. The budget should be consistent with and appropriate to the scope of the proposed activities presented in the Project Description. Prepare a budget page for each of the fiscal years requested. The fiscal year is from July 1 to June 31.

G. Budget Narrative: 2 pages maximum. The text should provide sufficient, detailed documentation to justify the requested expenses.

H. References Cited: No page limit, but the entire proposal length may not exceed 18 pages. Include citations to relevant literature in a consistent style throughout the document.

I. Letter of Support: A single letter of support for the proposal signed by the researcher's academic supervisor (e.g. department head/chair) or academic Dean is required.

J. Biosketch: 3 page maximum. Use NSF format. https://www.nsf.gov/bfa/dias/policy/biosketch.jsp

K. Current and Pending Current Support: 3 page maximum. Use NSF format.
   https://www.nsf.gov/bfa/dias/policy/cps.jsp

L. Order of Assembly (18 page maximum)
   1. Cover Page
   2. Project Summary
   3. Project Description
   4. Sustainability Plan
   5. Budget
   6. Budget Justification
   7. References Cited
   8. Support Letter
   9. Biosketch
   10. Current and Pending Support

8. Program Calendar:

Action	Date
Request for proposals	December 9, 2022
Deadline for proposal submission	**February 24, 2023 (5:00 PM CST) Marcy Olsen at Marcy.Olsen@sdbor.edu, MS Word or PDF documents are acceptable; PDF is preferred.**
Anticipated announcement of awards	Early April 2023
Start of Award	Summer 2023

Action	Date
1st Interim Progress Report	December 30, 2023
2nd Interim Progress Report	July 31, 2024
Final Report	December 31, 2024

Competitive Research Grant Program Cover Page

Section I: Project Direction

Principle Investigator: _____ *Email Address* _____

PI Department: _____ *PI Institution:* _____

Mailing Address: _____

City: _____ *State:* _____ *Phone:* _____

Project Title: _____

_____

Total Amount Requested: _____

_____ _____
(Signature) *(Date)*

Section II: Authorized Institutional Representative

Name: _____ *Title:* _____

Institution _____ *Email:* _____

_____ _____
(Signature) *(Date)*