

Office of the Vice President for Research
Grants Boost Guidelines

OVPR has a NEW APPLICATION PROCESS FOR ALL INTERNAL FUNDING REQUESTS:

Starting September 1, 2014, all internal funding requests will be submitted through eProp. We have developed our standard eProp system to accommodate internal funding submissions. Each internal funding program will still have its own application guidelines to be followed to prepare a PDF application that will be uploaded into eProp. All approval signatures will be routed through the eProp system.

FALL DEADLINE: November 30, 2015

WINTER DEADLINE: April 4, 2016

SUMMER DEADLINE: July 25, 2016

AMOUNT: \$35,000

PURPOSE

WSU's Grants Boost Program is designed to boost the chances of funding of a resubmission of new grant. Eligibility for this award includes previous submission of a new grant to an external funding agency within the last 12 months and grant review scores that suggest a likelihood of funding on a resubmission providing additional preliminary data are available. Unscored NIH grant applications are not eligible for this funding.

SIZE OF AWARD AND TIME PERIOD

The size of the award will not exceed \$35,000 per year for up to two years. Applicants may only apply for one year's funding at a time. Applications will be accepted three times a year (see *Timeline* below for dates).

FUNDING CONSTRAINTS

Faculty salary cannot be supported through this mechanism and will remain the responsibility of the unit (college, school, department, center, or institute). A letter of support will be required from the department chair, dean or director responsible for providing salary and space support to the applicant (see *Application Requirements*).

ASSISTANCE CAN BE REQUESTED FOR THE FOLLOWING EXPENSE CATEGORIES:

- Lab supplies
- Animal Care

- Salaries/benefits for research support personnel

GRANTS BOOST FUNDS CANNOT BE USED FOR:

- Travel
- Budget overdraft coverage
- PI and co-PI salaries (including summer salaries)
- Administrative costs (i.e., school and departmental surcharges)
- Equipment

APPLICATION REQUIREMENTS:

1. Cover sheet
2. A half-page overview of your research program.
3. Information on the grant you will be resubmitting, including sponsor, funding mechanism, title, funding period, and amount.
4. External review documents of the grant to be resubmitted, including original unedited priority scores, agency comments, and pay lines.
5. Describe in no more than a page how you will address the deficiencies noted in the reviews of the unfunded application, as well as how your use of boost funding will lead to a successful renewal.
6. In no more than one page, provide a detailed budget of proposed expenditures using the categories of “personnel, lab supplies and miscellaneous.” Add a brief explanation of the categories of funding requested.
7. A letter of support from the applicant’s Department Chair, Dean or Director responsible for providing salary and space support to the applicant.
8. An abbreviated CV of **no more than 4 pages** of the PI, in NIH or NSF format. Please do not include a full CV.

REVIEW OF APPLICATIONS AND FUNDING CRITERIA

Review of applications will be carried out by a committee consisting of associate research deans/directors and associate vice presidents for research. This committee will recommend which applications to fund, based on:

- **Likelihood of eventual** funding (using evidence such as the priority score, the nature of the criticisms, how well criticisms were addressed, publication record, and research productivity)

- Applications that **do not include the original unedited reviews of the grant to be resubmitted will not be considered.**
- Applicant must be PI of the grant to be resubmitted.

Faculty members receiving Grants Boost funds may be required by the review committee to have an external reviewer critique the revised grant proposal prior to resubmission. Funding for the external review will be paid for by OVPR.

Funds will not be released until the faculty member provides evidence of IRB or IACUC approval, if applicable.

TIMELINE FOR GRANTS BOOST APPLICATIONS

Applications for Grants Boost will be accepted three times per academic year:

- **November 30, 2015**
- **April 4, 2016**
- **July 25, 2016**

Awards will be competitive and all applications may not be funded.

Please submit all Grants Boost proposals in PDF format – **one file per applicant** – through our eProp system by 5PM on the deadline date. Log-In to eProp requires a WSU Access ID and [Academica](#) (Pipeline replacement) password. To submit your internal funding proposal, please follow the steps in the [Unite! Internal e-Prop user guide](#). **When submitting to eProp, please select Sponsor Code 810014 for Grants Boost.** If you have questions about entering and uploading your internal funding proposal, please contact Tim Foley at tpfoley@wayne.edu or [313-577-8357](tel:313-577-8357). If you have questions about the particular funding program, contact Sarah James at sjames@wayne.edu or 313-577-8997. If you have questions about transfer of funds for any of our programs, contact Lilly Hatzis at ab1625@wayne.edu or 313-577-2245. If assistance is required with technical issues, please contact Research_IT@wayne.edu.

**Wayne State University
GRANTS BOOST COVER SHEET
COVER PAGE**

Date of application:	
Principal Investigator:	
Principal Investigator Title:	
Department:	
Email address:	
Title of proposal:	
Grant to be boosted:	
Name of grant sponsor and funding mechanism:	
Animal or human subjects:	
Department chair name and email:	
Dean name and email:	