



Office of the Vice Chancellor for Research

**SIGNATURE CENTERS INITIATIVE (SCI)
GRANT PROGRAM**

**Round 3 Call for Proposals
Guidelines and Application**

Questions regarding the SCI Grant Program should be directed to Etta Ward at emward@iupui.edu or 278-8427.

Revised 9/09

GUIDELINES

PURPOSE

The Signature Centers Initiative (SCI) was begun in 2006 in an effort to create strong research units that are uniquely identifiable with IUPUI. The centers were created as an integral part of the Academic Plan for IUPUI, with the goal that they will lead the way in world-class research and creative activities that will substantially enhance IUPUI's reputation. With these aims in mind, a call for proposals in the Fall of 2006 resulted in a total of 19 center proposals selected for support. As there was a great deal of interest and enthusiasm for the Signature Centers Initiative, and as the quality of the proposals submitted was very high, in 2007 it was decided to continue the development of Signature Centers across the IUPUI campus, by having another call for proposals. This resulted in a total of 10 additional center proposals selected for support. As of 2009, of the centers selected for support, 27 have remained, 17 from the round 1 and 10 from the round 2 call for proposals. As the round 1 centers will complete their three year period of support by June 30, 2010, funds are anticipated to become available for the support of new center initiatives, starting July 1, 2010. Therefore, this document constitutes a request for the submission of a third round of proposals under the Signature Centers Initiative.

It is anticipated that several proposals will be funded in this round.

AWARD CATEGORIES

SCI grant applications may be submitted for the categories specified below.

- A. This category is intended for new center applicants that previously have not received SCI funding support. The applicants can consist of existing centers or new centers to be formed under the SCI.
- B. This category is intended for center applicants that consist of existing individual centers receiving SCI funding. This category also allows applications from existing centers receiving SCI funding that intend to merge with each other, forming centers that are uniquely positioned to gain national and international recognition, and attract significant external funding as appropriate for the disciplines involved. For all cases, the applicants must make a strong case as to why renewal of SCI funding should be considered and what will be the expected outcome from the given investment.

FUNDING AND PROJECT DURATION

Category A: The funding level for each approved proposal in this category is expected not to exceed \$100,000 per year for three years, with the cost to be shared equally between the central administration and participating school(s). Thus, for a proposal approved for \$300,000 over three years, the central administration will provide \$150,000 and the school(s) will provide \$150,000, both amounts being cash contributions to a special account set up for that proposal.

Category B: The funding level for each approved proposal in this category is expected not to exceed \$50,000 per year for three years, with the cost to be shared equally between the central administration and participating school(s). Thus, for a proposal approved for \$150,000 over three years, the central administration will provide \$75,000 and the school(s) will provide \$75,000, both amounts being cash contributions to a special account set up for that proposal.

All Categories

All proposals need to be accompanied by letter(s) of support from the head(s) of the administrative unit(s) providing the match funding. For each proposal, the letter(s) of support should indicate that the proposal has been approved by the head(s) of the given administrative unit(s), and if funded, it will receive the matching funds.

The budget request in the proposals can be flexible - it can include personnel hires (staff, faculty, and/or students), equipment, travel, event expenses, books, faculty release time, etc. The start of the funding period for each year of funding will be the beginning of the new fiscal year (i.e. July 1). The central administration funding will begin upon availability of the match funding from the participating unit(s). Renewal of funding during each year of funding will be contingent upon satisfactory review of the given center's performance during the preceding year. If upon the yearly review of a center, its performance is determined to be unsatisfactory, its SCI funding will be terminated.

REVIEW AND SELECTION OF PROPOSALS

Review and selection of the grant proposals will be carried out as follows. At the core of this process will be a SCI Proposals Campus Review Committee, convened by the Vice Chancellor for Research. This committee will be composed of up to 12 members from across IUPUI, who are selected in close consultation with the Council of Associate Deans for Research, and the Research Affairs Committee. It will conduct its evaluation of each center proposal based on the expectations highlighted below. Avoidance of conflict of interest will be expected of the committee members, and any other individuals associated with the evaluation of each center proposal.

The following are the main characteristics expected of successful Signature Centers proposals:

A signature center is a research unit distinctly identifiable with IUPUI. In addition to representing an area of research strength, the center will usually build on some ongoing activities and have many of the following attributes:

- *Signature Centers will often be interdisciplinary in character. They should have the capacity to attract significant external funding as appropriate to the disciplines involved, including federal grants and foundation support. The centers need to bring academic distinction to the campus. After initial campus-based seed funding, they should become largely self-sufficient in a 3 to 5 year time frame.*

- *The work of the center should be unique and distinctive, something which makes it stand out. It should not focus on an area commonly studied at many other universities, although collaborations with other institutions may be desirable.*
- *The center should engage in work which takes advantage of the urban location in Indianapolis and establish partnerships with local community and cultural organizations.*

SUBMISSION OF APPLICATIONS

- The submission due date for all Round 3 Signature Centers Initiative applications is January 22, 2010.
- The proposals should be in electronic form, based on 8 ½ x 11 page size with at least 1/2 inch margins.
- Use an Arial, Helvetica, Palatino Linotype, or Georgia typeface, a black font color, and a font size of 11 points or larger. Charts, graphs, figures and so on may be in color.
- Proposals must be no more than 5 pages in length, excluding cover page, budget, CV and appendix sections (see below).
- **Proposals longer than 5 pages will not be reviewed.**
- Submit your application in PDF format to the Office of the Vice Chancellor for Research via email attachment to: ovcr@iupui.edu.

Proposals should contain the following sections:

- Cover page (not included in the page limit): Use from provided below.
- Center Description: Start with the name of the proposed center, main faculty participants, and their department affiliations and contact information, followed by the proposed center description. This entire section must be no more than 5 pages in length. This section should cover:
 - Proposed center mission and research or creative activities
 - Background material and existing strengths in proposed area
 - Uniqueness, distinctive features, and interdisciplinary nature of the proposed center
 - Planned scholarly activities (e.g. conferences, workshops, exhibits, journal articles)
 - Engagement of the local community (if applicable)
 - Current and anticipated sources and amount of funding
 - Plan or evidence for self-sufficiency over time.
- Budget section (not included in the page limit): Use budget form provided below for each year of requested funding, followed budget justification section.
- CV section (not included in the page limit), consisting of 2 page CV for each of the principal investigators and all main faculty participants

- Appendix section (not included in the page limit): Letter(s) of support from the head(s) of the administrative unit(s) providing the match funding. For each proposal, the letter(s) of support should indicate that the proposal has been approved by the head(s) of the given administrative unit(s), and if funded, it will receive the matching funds.

POST AWARD REQUIREMENTS

- If an award is made, an annual report must be submitted to the Office of the Vice Chancellor for Research within two weeks from the end of the fiscal year. Reports which are not submitted or received late can result in termination of SCI funding.
- Renewal of funding during each year of funding will be contingent upon satisfactory review of the given center's performance during the preceding year. If upon the yearly review of a center, its performance is determined to be unsatisfactory, its SCI funding will be terminated.

IUPUI Office of the Vice Chancellor for Research
Indiana University Purdue University Indianapolis

Leave blank-for internal use only

Signature Centers Initiative Grant Application

Name	Campus Address
Rank/Title	Email Address
School	Telephone Number
Department	Fax Number
Title of Project	
Keywords	
SCI Category for which you are applying (choose one) <input type="checkbox"/> A <input type="checkbox"/> B	Amount Requested
Project Dates	Performance Site(s)
Research Risk (double-click on the box, use the default value buttons) Include a copy of the approval form in the Appendix. YES NO <input type="checkbox"/> <input type="checkbox"/> Human Subjects IRB Study # and Approval Date: <input type="checkbox"/> <input type="checkbox"/> Animals IACUC Study # and Approval Date: <input type="checkbox"/> <input type="checkbox"/> Biosafety (rDNA) IBC Study # and Approval Date:	
Principal Investigator Assurance The undersigned agrees to accept responsibility for the scientific and technical conduct of the research project and for submission of the annual and final reports.	
Signature of Principal Investigator	Date

Budget Form

BUDGET					FROM	THROUGH	
<i>PERSONNEL (Applicant organization only)</i>		TYPE APPT. (months)	% EFFORT ON PROJ.	INST. BASE SALARY	<i>DOLLAR AMOUNT REQUESTED (omit cents)</i>		
NAME	ROLE ON PROJECT				SALARY REQUESTED	FRINGE BENEFITS	TOTAL
SUBTOTALS →							
CONSULTANT COSTS							
EQUIPMENT <i>(Itemize)</i>							
SUPPLIES <i>(Itemize by category)</i>							
TRAVEL							
PATIENT CARE COSTS		INPATIENT					
		OUTPATIENT					
ALTERATIONS AND RENOVATIONS <i>(Itemize by category)</i>							
OTHER EXPENSES <i>(Itemize by category)</i>							
TOTAL COSTS					\$		