

From: [Theresa A. Kaier-May](#)
To: [Faculty](#)
Subject: REMINDER -- Seed Grant Proposals Due February 14, 2011
Date: Friday, February 04, 2011 3:28:30 PM

7 December 2010

2011 Seed Grant Program Request for Proposals

SUNY-ESF is pleased to continue its Seed Grant Program (\$30,000/yr) to stimulate and facilitate expanded research as well as related activities in outreach and instruction. The program strives to directly enhance procurement of extramural funding through the allocation of competitive awards up to \$8,000. Primary audiences include new faculty, faculty starting new lines of research, and faculty members who are between funded grants.

Criteria for funding (see below and next page for details)

1. Scientific merit and creativity of the overall research concept
2. Broader significance of the overall concept (not just the seed grant portion)
3. Justification of need for seed funding
4. Technical feasibility of proposed, seed-funded, work
5. Likelihood of leading to future funding
6. Qualifications of the research team
7. Appropriateness of proposed budget
8. Record of success with previous seed funding (if appropriate)

Proposal format

The proposal is not to exceed 5 pages (11-pt or greater font, double-spacing, with 1" margins all around), and should detail:

- What you propose to do (your overarching idea, not just the seed grant portion)
- What work needs to be done initially that would be funded by the seed grant
- How this initial work will strengthen a subsequent grant proposal
- What funds are required for the seed-grant portion of the work (No formal budget is required)
- Potential future sponsors of the full work, and how the proposed work or activity fit the goals of the prospective funding sources

In separate pages you should provide a list of references (not to exceed one page), a two-page CV for each PI, a one-page description of any previous seed grant funding received and the products stemming from it, and, if appropriate, letters of support from cooperators.

Eligibility, Submission, Selection, and Funding

Faculty that received a seed grant as lead PI within the past two years are ineligible for funding as lead PI this year. Only one proposal may be submitted from a lead PI (no limit to co-PI status). Proposals should be collated into a single PDF document and submitted to the Office of Research Programs (c/o Theresa Kaier-May, tamay@esf.edu) by 5 pm, 14 February 2011. In your cover email, please provide contact information for at least two potential reviewers for your proposal (internal or external to ESF). The ESF Faculty Governance Committee on Research will serve as the selection committee, using the criteria detailed in this RFP. Note the following: 1) summer salary for faculty will not be supported unless well justified, 2) inappropriately formatted proposals may be rejected without review, and 3) the committee may recommend funding at a level different than requested. Decisions will be made by 1 April 2011. Funds will be made available immediately upon decision, and must be expended within one year unless approval for extension has been obtained from the Vice Provost for Research.

Neil H.

Ringler

Vice Provost for

Research

Review Criteria

The following criteria will be used to objectively and quantitatively rank proposals. The relative weight applied to each criterion is given in parentheses.

Scientific Merit and Creativity of overall research concept (20%)

- Novelty, innovation, uniqueness, and originality of the whole picture (not just the seed portion).
- Clarity and delineation of objectives.
- Adequate description of the undertaking and key considerations.
- Suitability of methodology to the research question.

Broader significance of overall research concept (20%)

- How well does the activity advance discovery and understanding?
- How well does the research activity promote teaching, training and learning? (as appropriate)
- To what extent will it enhance the infrastructure for research and education, such as facilities, instrumentation, networks and partnerships? (as appropriate)

Justification of the need for seed funding (20%)

- Why is the seed portion the critical link to securing significant external funding?
- Why are funds not available elsewhere for the proposed work?

Technical feasibility (10%)

- Demonstrated awareness of previous and alternative approaches to the problem identified.
- Adequacy of identified support personnel, facilities, instrumentation and other critical resources.
- Appropriate time allocated for systematic attainment of objectives.

Likelihood of leading to future funding (15%)

- Identification of specific and appropriate funding programs (e.g. specific RFPs not just names of agencies).
- Awareness of how proposed study will assist in securing future funding.
- Identification of how seed portion fits into overall research concept.

Qualifications of the research team (10%)

- Qualifications of applicant(s) to conduct the proposed project, including performance record and potential for future accomplishments.

Appropriateness of the proposed budget (5%)

- Budget adequately supports the proposed research in terms of duration, personnel, supplies, travel, and other support. Note that summer salary for faculty will not be awarded unless well justified.

Record of success with previous seed funds

- Attach to your proposal a one-page summary that identifies the specific timeline of previous seed grant funding, along with the additional lines of research funding and products that stemmed from the initial grant. This summary does not count against the 5-page limit of your proposal narrative.
- If you have not received previous seed grant funding, please note that in your cover letter.