

**NORTH CAROLINA STATE UNIVERSITY**  
**COLLEGE OF HUMANITIES AND SOCIAL SCIENCES****FACULTY RESEARCH AND PROFESSIONAL DEVELOPMENT PROGRAM**

RFP: FRPD-2020 (FY2020-21)

<http://go.ncsu.edu/hssfrpd>

The Faculty Research and Professional Development (FRPD) Program has been renewed by the Vice Chancellor for Research and Innovation (ORI) for FY2021 allocations.

**Due to College Research Office: March 20, 2020**

*Late submissions will not be accepted. Please read all instructions carefully. Proposals that do not follow these instructions will be returned without review*

This document supplements the University's RFP for this program, at <https://research.ncsu.edu/rdo/funding/frpd/> Please read all three pages of this document and ensure that you follow its instructions.

**INTRODUCTION****Purpose**

The Faculty Research and Professional Development Program was established to assist faculty in initiating research and professional development activities. The primary objective of this program is to provide individual investigators seed funding to pursue larger awards and grants from outside agencies.

**Funding**

FRPD funding is made available through a partnership of resources from the College's Office of Research and Engagement and the University's Office of Research and Innovation. Faculty are invited to submit proposals with budgets no greater than \$4,000. Proposals with budgets exceeding \$4,000 will be returned without review.

**Projects Supported**

Support may be requested for items which would be consistent with a research budget, such as temporary labor, travel relating to the project and research supplies. Funding for summer salary is not acceptable. We discourage applications that would fund conference travel; rather, proposals should explain how funding will enable research and scholarship. Projects that are likely to lead to applications for grants, fellowships, or other external support are most likely to be funded.

## AWARD INFORMATION

### Type of Award

Awards are effective for projects lasting twelve months starting July 1, 2020. Unexpended funds at the end of the fiscal year are reverted back to the funding pool for reallocation.

### ELIGIBILITY

The recipient must hold a faculty position at NC State. Non-tenure track faculty may apply but preference will be given to tenured and tenure-track faculty. No faculty member may hold two FRPD awards in consecutive years. If you've received other forms of support from the College, you may apply, but priority will be given to applicants who have not recently received College support.

### PROPOSAL CONTENT AND SUBMISSION INSTRUCTIONS

All proposals must be submitted as a single PDF file with the PI's name such as *Jones-FRPD2020.pdf*. Proposals with other names and formats will be returned without review.

### Proposal Content

FRPD proposals must include the following sections:

- **Cover Page (1 page max):** The cover page includes title of the project, amount requested, principal investigator name and department. A template for the cover page can be found at <http://go.ncsu.edu/hssfrpd>.
- **Proposal (4 pages max) – Single Spaced:** The proposal should address the following review criteria:
  1. Description of proposed research – The goals and objectives of the project are clearly defined in terms of research focus.
  2. Relevance and novelty of proposed research – The project should contribute to and does not duplicate former research pertaining to the problem area.
  3. Research methods – The proposed methods should be adequate to address the topic of interest. This section should include datasets, design description/analysis, time frame for completion of the project, and resource requirements availability.
  4. Potential for future funding – The selected problem should have sufficient potential for further research requiring funding from an outside source. A specific funder and program should be included in the proposal.
- **References (no page limit):** References in the style most common for your discipline should be included at the end of the document.
- **Project Budget (Maximum \$4,000):** A budget appropriate for the project should be prepared using the template found at <http://go.ncsu.edu/hssfrpd>. Make sure all line items are sufficiently justified. If you budget salaries for students, be sure to budget fringe benefits at 8.65%.
- **Curriculum Vitae (1 page max):** The curriculum vitae should be limited to information that will fit on one page, but must include name, university address, education, and professional experience. In addition, honors and awards, selected publications, and prior funding relevant to the proposed problem should be included. A template for the curriculum vitae can be found at <http://go.ncsu.edu/hssfrpd>.

## **Submission Instructions**

Submit all documents as one PDF to [chass\\_research@ncsu.edu](mailto:chass_research@ncsu.edu) no later than **March 20, 2020**. The filename must include the PI's name, such as *Jones-FRPD2020.pdf*. Proposals with other names and formats will be returned without review. The application will be routed through PINS for PI and Department Head approval by the College Research Office.

## **REVIEW INFORMATION**

### **Review Criteria**

Each proposal will undergo a review conducted by the College Research Committee based on the following criteria:

1. Description of proposed research – The goals and objectives of the project are clearly defined in terms of research focus.
2. Relevance and novelty of proposed research – The project contributes and does not duplicate former research pertaining to the problem area.
3. Research methods – The proposed methods are adequate to address the topic of interest. This section should include datasets, design description/analysis, time frame for completion of the project, and resource requirements availability.
4. Potential for future funding – The selected problem has sufficient potential for further research requiring funding from an outside source.
5. Budget – The proposed budget is appropriate for the project and all line items are sufficiently justified.
6. Curriculum vitae – The investigator's background and past activities are consistent with the proposed project.

## **NOTIFICATION OF AWARD**

The College will notify applicants no later than **May 30, 2020** of their awarded or non-funded status.

## **REPORTING REQUIREMENTS**

Awarded PIs are required to submit a follow-up report to the Research Development Office no later than **October 1, 2021**. Instructions will be sent to the PI near the end of the grant period outlining the criteria for the follow-up report.

*Please direct questions to Associate Dean Tom Birkland at [tabirkla@ncsu.edu](mailto:tabirkla@ncsu.edu)*