
FY18 College of Liberal Arts Seed Grant Program Guidelines

Program Goal

The central purpose of the Seed Grant Program is to encourage faculty to develop research, scholarly, or creative programs that provide the potential for sustained professional development and extramural support. Proposals to this program are expected from a broad range of scholarly activities including arts/performing arts, humanities, and social sciences. Single-authored proposals are eligible for a maximum award of \$5,000. Co-authored, multidisciplinary proposals are eligible for maximum award of \$15,000. For this program, multidisciplinary is defined as research involving faculty from two or more departments. This program will also support instrumentation to enable data collection and data-enabled research. Proposals must identify one or more target funding agencies and specific program(s), as well as the expected timeline for external proposal or fellowship submission.

Who Should Apply

Investigators who have established programs and want to expand into new areas or applications, or investigators who want to expand their research into interdisciplinary efforts. Interdisciplinary triads not selected for funding in the current round of the T3 program are encouraged to apply. **As a seed grant program, funds should not be requested to incrementally extend current research.**

Eligibility

Researchers, scholars, and artists who are eligible to apply for external funding are encouraged to apply. Faculty are encouraged to submit either single or co-authored, multidisciplinary proposals.

Proposal Guidelines

All proposals must be in Times New Roman, 12-point font, with 1-inch margins and include:

1. Cover page listing project title, title and contact information for the Researcher, as well as titles and contact information for all Co-Researcher's
2. Project summary (0.5 page max)
3. Project description (2.5 page max) including:
 - Problem/research questions addressed
 - Implications and need for research
 - Risk and innovativeness of your approach
 - Funding agency and program that will be targeted for an external proposal based on preliminary results and timeline for doing so
 - Plan for generating preliminary results
 - Roles/rationale for team members
4. Biographical sketches of lead researcher and any co-researcher(s) (2 page max)
5. Budget for up to 12 months. **Budgets should explicitly indicate the amount of funds allocated to the researcher and to the co-researcher(s).**
 - Use the enclosed budget table, adding columns as needed
6. Budget justification
7. Results from previous seed grants: If researchers have received seed grants in previous cycles, identify the funds received and the outcomes (proposals, papers, etc.) from those grants.

Budget and Planning

It is expected funds will be spent over 12 months to foster collaborations and enhance the likelihood of obtaining future external funding. Start date is expected to be September 1, 2018.

Funding for graduate students is strongly encouraged and can provide partial support for research assistantships and tuition. Faculty summer salary support is not eligible for funding. Allowable costs are listed in the enclosed Budget Table, which must accompany all proposals.

Criteria for the Evaluation of Proposals

Proposals will be judged according to the following criteria:

1. Potential for securing major external funding
 - Teams will identify the expected funding source and anticipated timeline for submission of proposals
2. Development of strong and lasting (multidisciplinary) research teams
3. Alignment with college and university strategic goals
4. Innovativeness of research and the matching of team's strengths to planned work

Researchers of funded seed projects will be expected to submit a short progress report and take part in an annual workshop highlighting all funded projects.

Deadline to Submit Proposals

Proposals are due no later than 5:00 P.M. July 13, 2018. Submit a single, combined PDF document by email to LiberalArts-Research@tamu.edu. Applications that are incomplete or not submitted according to the guidelines will not be considered.

Review Process

An ad-hoc panel consisting of members of the College of Liberal Arts Planning and Resource Committee and the Office of the Vice President for Research will review proposals.

Award Notice

It is expected that successful proposals will receive notification by August 15, 2018. Projects will start September 1, 2018.

**FY18 College of Liberal Arts Seed Grant
Budget Table and Justification**

Budget Table

	Lead Researcher	Co-Researcher
	Name:	Name:
	Department:	Department:
Graduate Student Support		
Graduate Student Tuition		
Travel		
Materials/Supplies		
Publication Costs		
Other (describe):		
Total request		

Budget Justification

Agreement

By signing below, you confirm that the information provided in this application is accurate. If funded, the investigator agrees: to conduct the project in accordance with the terms and conditions of the award; to submit a proposal to an external funding source within 21 months after the funding period begins; and to submit a final report 6 months after the termination of the grant to the Office of the Dean.

Signature of Lead Researcher

Date

Signature of Lead Researcher's Department Head

Date

For Co-authored Proposals:

Signature of Co-Researcher

Date

Signature of Co-Researcher's Department Head

Date

For additional collaborators, attach a document with signatures of the collaborator(s) and Department Head(s).