

Vice Provost for Research
INNOVATE Awards
for Research, Creative Works, and Innovation

GUIDELINES AND REQUEST FOR PROPOSALS

2019 Calendar Year

Purpose of Funding: INNOVATE seeks to inspire and encourage transformative and high-impact research, creative works, and innovation at UAA. The awards are expected to lead to novel scientific and engineering paradigms, creative achievements, publications, art works, exhibits, performances, books, intellectual property, and/or external grants.

Eligibility: All tenure-track and tenured faculty and research professionals of the University of Alaska Anchorage are eligible to apply. Junior faculty members are encouraged to apply. Proposals from all disciplines are welcome. Please note that your department chair and your Dean must sign your Submission Form.

Two award categories will be established:

- The \$10,000 category: Awards of up to \$10,000 for eligible faculty or teams of faculty proposing smaller projects. A junior faculty member/researcher serving as the Principal Investigator (PI) must provide a mentoring plan.
- The \$25,000 category: Multi-departmental team awards of up to \$25,000. The Principal Investigator on these awards should have a demonstrable prior record of achievement in research or creative works. The team should include at least one junior faculty member/researcher.

DEADLINE FOR SUBMISSION: Friday, January 18, 2019 at 5:00 PM

SUBMIT APPLICATIONS TO: uaa_rgsassistant@alaska.edu

Contact for questions and assistance: Dr. George Kamberov (gkamberov@alaska.edu).

Notification to Applicants: January 2019.

Funds Available to Successful Applicants: January or February 2019.

Duration of Award: Calendar year 2019.

Budget Management and Reporting Timeline:

To ensure effective use of the approved budget, the Office of Research and Graduate Studies (ORGS) Finance Director will undertake quarterly reviews. For any budget questions or issues, please contact the finance director. Both a formal presentation by all awardees is required, date and time to be determined, and a final written report is due by the end of December 2019. However, the VPR would welcome notification of outstanding successes or achievements at any time during the year of your award for sharing with the public.

Criteria for Review: Proposals will be reviewed by a panel of peers reflecting college and discipline representation consistent with applications received.

Proposals will be reviewed using the following criteria:

- a. **Clarity and organization of proposal:** The proposal should be well-organized and easy to follow with its purpose, goals and objectives clearly stated.
- b. **Significance of project:** Proposals should state the expected outcomes of the activity and show how the project will advance the frontiers of knowledge in specific fields or disciplines and/or foster new initiatives in creative activities and scholarship, and encourage new ways of thinking about the arts and humanities.
- c. **Impact of the proposed project:** Proposals should clearly indicate the potential impact of the proposed project on the career of the investigator, the investigator's discipline, the university, and/or the community (local, state, national, or international). In addition, impact should fall into one or more of the following categories.
 - ❖ Potential to result in a publication to be submitted to a premier, peer reviewed journal, with names of potential journals for submission.
 - ❖ Potential to result in significant products and artifacts of creative activity.
 - ❖ Potential to reach new (including under-represented) audiences.
 - ❖ Potential to benefit society or advance desired societal outcomes.
 - ❖ Potential to lead to a competitive proposal for external funding (including the specific purpose of the funding proposals and the agencies to which they will be addressed).
 - ❖ Potential to generate intellectual property (a provisional patent or patent filing).
 - ❖ Potential to leverage previous and current funding (as well as anticipated future funding you expect to receive) for this project.
- d. **Methodology/Plan/Objectives:** The proposal should demonstrate a realistic approach and reasonable plan for timely accomplishment of the stated goal and objectives. Research methodologies or creative techniques involved should be sound and clearly articulated.
- e. **Budget and budget narrative:** The budget should be clearly detailed and justified.
- f. **Research or creative competence:** Demonstrable evidence of competence in research or creative activity should be provided.
- g. **Quality of Mentoring Plan (where applicable):** Junior faculty/researchers must provide a mentoring plan if serving as the PI.

Applications will include the following:

1. **Submission Form**
2. **Abstract:** The *Abstract* should be limited to 300 words and should summarize the project narrative succinctly.
3. **Project Narrative:** The *Project Narrative* should not exceed 5 pages in length. The narrative should address the criteria for review listed above. Pages should be single-spaced with 1" margins and font size of 12 pt.
4. **Budget** (including budget justification): The *Budget* should be detailed and include the following as applicable: total personnel services including benefits; allowable travel; contractual; commodities; and other categories as appropriate. The budget narrative should explain and justify the budget, and it should demonstrate that the proposed budget is adequate. **Proposed expenditures should be in compliance with all UAA policies and regulations.** For assistance, please contact the Office of Sponsored Programs in the Office of the Vice Provost of Research and Graduate Studies.
5. **Curriculum Vitae**
A 2 page biographical sketch in NSF format is required for the PI and all team members, accompanied by a listing of current and pending research support.
6. **Support from External Agencies**
In some instances, applications include references to external agencies (government departments, companies, corporations etc.) that provide resources, access, and data to facilitate the research. In these cases, applicants are advised that a letter from the relevant supervisor from the external body is required as part of the application package.
7. **Junior Faculty / Researchers Mentoring Plan (where applicable):** Junior faculty / researchers at the assistant professor level must provide a mentoring plan. The mentors must be experienced senior faculty with proven track record of success in research and creativity. The mentors can be either internal or external to UAA. The mentoring process is expected to cover the full project life cycle from proposal preparation through project execution, to mentoring during the preparation of publications, productions, funding proposals, creative activities products and artifacts resulting from the funded project.

Please note that funding for all research involving humans, vertebrate animals, radioisotopes, or chemical or biological hazards will be contingent upon successful completion of the applicable university review process (e.g., IRB or IACUC).

The submission form and proposal with all supporting materials should be sent electronically as a single pdf attachment to uaa_rgsassistant@alaska.edu.