2022 AWARE-AI Onboarding Bootcamp

Seed Funding Overview
Thursday August 18, 2:30 p.m. - 3:00 p.m.

Session agenda

1. Introduce the **Request for Proposals** for the AWARE-AI NRT Trainee Research Seed Funding Competition

2. Clarify timeline and submission mechanism:
    a. Proposals are due on October 15, 2022 to awareainrt@rit.edu

3. Answer your questions about the RFP or proposal writing

Overview

- The goal of the AWARE-AI seed funding program is to enrich Trainees' knowledge of research careers, by having the experience of writing a small grant application in support of a research project.

- The program will provide funding support to enable trainees to conduct research that may lead to publications or support external funding applications.

- Trainees are encouraged to collaborate on seed funding proposals with each other to pursue a joint idea, including across cohorts. This is optional and individual submissions are also invited.

Eligibility, Deadlines, and Submission

- This competition is open only to AWARE-AI NRT Trainees.

- Trainees who entered the AWARE-AI program in a prior year are equally eligible to apply.

- The upcoming deadline for this year's competition will be **October 15, 2022**.

- The AWARE-AI program intends to run a competition **annually**.

- All applications must be submitted electronically by Oct 15, 2022 to: **awareainrt@rit.edu** and Seed Funding Committee Chair Dr. Esa Rantanen, **emrgsh@rit.edu** .

Size of Awards and Use of Funds

- The maximum size of each award is **$1,000 per Trainee involved and max $2,500 in total** (in the case of a proposal submitted as collaborative effort with multiple Trainees).

- These funds may be used for minor resources needed for research (such as field cost, meeting an expert, small equipment, replacement of a piece of equipment, a software license, etc.).

- Funds may also be used to support human subjects research participant fees if the recipient obtains RIT IRB approval for the work before it begins.

Selection Process

- An NRT faculty committee (in 2022: Rantanen, Tigwell, Alm) will oversee the application and selection process, and final decisions about seed funding awards will be made by the NRT AWARE-AI Executive committee.

- Questions during proposal preparation? Email awareainrt@rit.edu.

Requirements of Recipients

Trainees receiving a seed grant award must agree to the following:

1. Recipients will follow RIT policies for procurement and reimbursement, and will provide receipts or information promptly to the NRT Coordinator for use of these funds.
2. Recipients will make use of the funds within a 12-month timeframe. Unused funds will be retained by the NRT program, for use in support of subsequent rounds of seed funding competition.
3. For any seed grant funds used to support human subjects research, recipients will first obtain RIT Institutional Review Board approval for their project, before any recruitment or data collection may begin. The approval should be shared with the program.
4. Recipients will submit a one-page report one year later to the Executive Committee on the use of their funds.
5. Recipients will present about their experience in the next onboarding bootcamp in the NRT program.

Criteria for Proposal Evaluation

An application will be viewed most favorably when it:

1. Provides funds for preliminary results/data to support a research publication, progress in a Trainee's degree program, and/or an external fellowship application.
2. Provides support to one or more first-time grant recipients. (Trainees who had previously obtained funding may apply again, but successful use of past funds, e.g., obtaining an external award or publishing a paper, is considered as a factor when evaluating such proposals from a prior recipient.)
3. Addresses the NSF merit review criteria of intellectual merit and broader impacts.
4. Provides a clear description of the motivation, objectives, and methods of the proposed work. Has/Have the applicant/s clearly identified and defined specific research/scholarship problem(s) or question(s)? Can the activities be completed successfully within the duration and budget?
5. Answers: Does the proposed work engage more than one Trainee? Does the work engage Trainees across research tracks? Both will be regarded as positive.
6. Provides a well-justified budget.
7. Is clearly written.

Submission

A complete application will consist of four elements:

1. **COVER PAGE:** One page maximum. This page should include the following basic information per Trainee: Name of trainee who is proposing this project, email address of the trainee, degree program of the trainee, title of the proposed project, total budget amount requested, year entering the NRT program, yes/no indication of whether the project includes human subjects research, and proposed dates of the project (should be 12 months maximum).

2. **PROPOSAL NARRATIVE:** There is a two-page maximum for this portion of the application. Proposal narratives longer than two pages will be returned without review. Narratives should specify how the requested funds would be beneficial in obtaining a publication or external award in support of the trainee's degree program. Narratives should be written in a manner that will be understandable to faculty outside of your discipline and formatted using 1-inch margins, font no smaller than Arial 11-point, with 1.5-line spacing. The narrative should be divided into the following **required sections**: (a) Summary Abstract Paragraph, (b) Motivation and Significance, (c) Questions and Objectives, (d) Methods, (e) Intellectual Merits (may discuss prior work and novelty), and (f) Broader Impacts. References are not included within this two-page limit; they may appear on separate page(s). Useful resources:
   a. Intellectual merit: https://www.nsf.gov/pubs/policydocs/pappg22_1/pappg_3.jsp#IIIA2a
   b. Broader impacts: https://www.nsf.gov/pubs/policydocs/pappg22_1/pappg_3.jsp#IIIA2b

Submission, continued

1. **BUDGET REQUEST:** Do not exceed 0.5 page. Please list each item in the budget, with approximate dollar amounts, and provide a justification for each item on the budget as to how it supports the project. The overall budget requested should not exceed $1,000 per Trainee involved and max $2,500 in total (in the case of a proposal submitted as collaborative effort with multiple Trainees).

2. **BIOGRAPHICAL SKETCH:** Please include a biographical sketch using the official three-page NSF format with the following template: https://www.nsf.gov/bfa/dias/policy/nsfapprovedformats/biosketch.pdf. Frequently asked questions: https://www.research.gov/common/attachment/Desktop/NSFPDF-FAQs.pdf

Annual spring roundtable on grant writing

Trainees remain eligible for seed funding applications in future years.

You can gain more insights from experienced PIs and staff from Sponsored Research Services about grant writing at our annual *spring roundtable on grant writing*, which will be held on:

February 6, 12-1pm.

More information to follow. Welcome!

Questions?

Thank you!