NEW FACULTY SEED GRANT

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Office of Research Advancement and Partnerships

FUN STATS

- Program began in 2000.

- Junior faculty have submitted 993 proposals to the program.

- 288 awards were given = $4.95 million invested in the program.

- Winners have submitted 757 external proposals related to their projects = $50.8 million in externally funded awards.

- The average number of grants awarded each year is 12 with the lowest years being 8 and the highest year awarding 21.

New Faculty Seed Grant
Return on Investment

$50,889,222

$4,959,324

Invested

Related External Funding

THE PURPOSE

To encourage new junior-level faculty to develop research, scholarly, or creative programs that provide the potential for sustained professional development and extramural support.

Proposals to this program are considered from a broad range of scholarly activities including, but not limited to:

Agricultural sciences	Entrepreneurship	Physical sciences
Architecture	Environment	Security
Arts	Health	Safety
Business	Humanities	Social sciences
Communication	Innovation	Society
Culture	Leadership	
Design	Life sciences	
Education	Multi-disciplinary endeavors	
Engineering	Natural resources	

WHO IS ELIGIBILE?

PI and Co-PIs must satisfy:

- Researchers, scholars, or artists who were appointed as new junior level faculty **no earlier than May 16, 2021.**

- Tenure track assistant professors, Clinical Assistant Professors, Assistant Research Professors, and Scholarly Track.

- Career, Clinical, and Scholarly Track Assistant Professors, and Assistant Research Professors are welcome to apply provided that you are not 100% soft funded and your appointment includes a research assignment in their home department/ college. You will need to have a signed letter or email from your department chair.

WHO IS NOT ELIGIBILE?

- Instructors, postdocs, adjunct faculty, visiting faculty, and associate professors or above.

- Those who have been a principal investigator (PI) and/or a Co-PI while working at WSU and received external funding(excluding start-up funds) totaling $100,000 or more at the due date of this proposal.

- Co-PIs need to determine their award allocation amount(s) to confirm the funding received since becoming employed.

- Researchers previously funded by the New Faculty Seed Grant program as PI or Co-PI.

PROGRAM FUNDS

- The Office of Research provides $200K for this competition.

- Individual grants are awarded up to a maximum of $25,000.

- Proposals for smaller amounts are encouraged and considered equally competitive.

NOTICE OF INTENT

- Submit by December 1, 2024, via web application.

- Full proposals will not be accepted if an NOI is not submitted. **PI may only submit one NOI**.

https://orap.wsu.edu/funding/internal/new-faculty-seed-grant/noi/

NOTICE OF INTENT

- NOI includes
  - PI Information, proposal title, a brief description (1-page limit) of proposed work

- Suggested Type
  Basic Research, Applied Research, Arts, or Scholarship

- Suggested emphasis area

Agriculture Sciences   *Engineering*   *Math/Computer Sciences*
Arts/Fine Arts   *Environment*   *Multidisciplinary*
Business   *Health/Life Sciences*   *Physical Sciences*
Education   *Humanities*   *Social Sciences*

TYPES OF SUPPORT

- Supplies and/or Equipment

- Personal Computers for field data collection

- Manuscript Publication or Product Fees

- Domestic and international travel and other related expenses for field work, data collection, training, educational purposes and/or presentations on research, creative or scholarly activities directly related to the proposed project. Including conferences.

- Supplemental support for graduate student activities (summer support, time-slip, supplies, etc.)

- Consultant fee costs

- Faculty buyout with approved release time

- Two months faculty summer salary*

- Graduate assistantships*

*Not typically granted; strong justification needed (extraordinary circumstances)

WHAT IS NOT SUPPORTED?

- Civil service staff salaries

- Journal subscriptions

- Supplemental awards to existing projects

- Undergraduate student projects or senior thesis projects

- Commercial licenses

- Membership dues

- Facility renovations

- Purchase of vehicles or other modes of transportation

HOW TO SUBMIT?

- Online application! Due: **February 1, 2025**.

- You will work with your department research administrator

https://orap.wsu.edu/nfsg-application/

REVIEW PROCESS

- The Faculty Senate's Research & Arts Committee (RAC) oversees the review process in collaboration with the Office of Research Advancement & Partnership (ORAP).

- Proposals undergo preliminary review by the ORAP program coordinator
  - Incomplete proposals are returned to the PI without further consideration
  - Complete proposals are assigned to review panel for evaluation

REVIEW PROCESS

- Proposals are assigned to review panels based on the emphasis area that most closely reflects the proposed work (not the particular discipline or college).

Agriculture Sciences	*Engineering*	*Math/Computer Sciences*
Arts/Fine Arts	*Environment*	*Multidisciplinary*
Business	*Health/Life Sciences*	*Physical Sciences*
Education	*Humanities*	*Social Sciences*

- Each panel is reviewed by up to three WSU researchers. **They will have a general knowledge of the discipline** (e.g., physical science, social sciences), **but may not be experts in your specific field**

REVIEW PROCESS

- Reviewers' names will not be released.

- The panel meets after a thorough individual analysis and scoring of the assigned proposals.

- Proposals are then ranked by the panel.

- The panel's recommendations are forwarded to the RAC.

- The RAC meets (in April) to review each recommended proposal after a brief overview of the proposed work and the reviewers' comments.

- The RAC makes funding recommendations to the Vice President for Research, who determines the final awards.

REVIEW CRITERIA

- Reviewers seek proposals that represent the beginning of a sound, significant, and long-term project, and have solid potential for significant external funding or portfolio development. To that end they look for:

  - Originality, creativity, scholarly and/or research significance of the proposed activities.
  - Feasibility.
  - Availability of adequate facilities.
  - Fit of the proposed project to the competition's purpose.
  - Appropriateness of the budget.
  - A solid future funding strategy.
  - Clarity of the proposal. The narrative's language needs to be clear and non-discipline specific.

REVIEW CRITERIA

Additional Considerations:

- Resubmitted proposals are considered equally competitive as first submissions.
  - Should reflect the comments from the previous year's reviewers and be noted in the proposal narrative.

- For PIs employed at WSU for more than one year, reviewers evaluate the extent to which you have demonstrated planning a systematic research, scholarly, or artistic program since your hire date.

PROPOSAL PREPARATION

- Information Sheet (Title 80-character limit)
- 12-Line Publication Abstract
  - Explain what you want to do and how you will achieve your objectives
- Proposal Narrative
- References Cited
- Current & Pending Support
  - WSU internal (exclude start-up)
  - External funding
- CV or Biographical Sketch
- Letters of Support from collaborators & Co-PIs (if applicable)
- Budget and Budget Justification

BUDGET

- Budget needs to be approved by the certified grant budget manager in your area/unit.

- No F&A required for this competition

- Benefits
  - For urban campuses, contact your financial/budget manager on how to account for benefits
  - For all other proposals, the usual benefits (i.e., tuition waivers, health insurance) are covered by Central Finance and **should not** be included in the budget.
  - EXCEPTION: Time-slip employees need to be included in the budget

BUDGET JUSTIFICATION

- All requested budget items must be accompanied with a strong justification of how they will contribute to the successful completion of the project

- The RAC will consider your budget justification very carefully in an effort to maximize the number of beneficiaries to this program

- Any items that appear non-critical will be at risk for reduced funding during the review process.

AWARD TERMS AND CONDITIONS

- If an award is less than the amount originally requested, a revised budget and work scope is required before funds are released.

- Protocols for human subjects, animals and/or biosafety activities do not need to be approved before the submission date, but must be reviewed, approved and sent to the program coordinator before funds are released.

- Prior to the grant start date, attend a predetermined mandatory briefing on grants administration, roles and responsibilities of a PI, and post-award program information.

- Awardees are required to present at the Faculty Showcase following the project's termination date.

WASHINGTON STATE UNIVERSITY

AWARD TERMS AND CONDITIONS

- Awards are for a 15-month period beginning May 15, 2025 through August 15, 2026.

- If needed, a one-time only, no-cost time extension request is considered with a strong justification.

- If PI leaves WSU prior to the completion of the grant, the remaining funds are to be returned to the program.

- Any remaining funds after the grant's termination date are to be returned to the program.

AWARD TERMS AND CONDITIONS

- Acknowledgement of the New Faculty Seed Grant support must be included in any published work or presentations directly resulting from this award.

External Proposal Submission

- PI must work with the Office of Research Advancement and Partnerships when applying for external funding
- A proposal to an external funding source, directly related to the seed grant project, must be submitted no more than six (6) months after the award period ends.
- If the proposal can't be submitted by this time, the PI needs to contact the program coordinator to discuss alternative timelines for meeting this award term.

AWARD TERMS AND CONDITIONS

Final Report

- By accepting this award, the PI agrees to submit a final report to ORAP.

- The final report deadline is February 16, 2027

- The report will document any publications, presentations, exhibitions, media coverage, sales or marketing, projects, papers, proposals/awards or other accomplishments that resulted from the New Faculty Seed Grant program.

Notification

- Awards are expected to be announced by May 1, 2025

- Reviewers' comments for both awarded and denied proposals will be included with the notifications

IMPORTANT DATES

Date	Event
May 16, 2021	WSU appointment cut-off date
November 1, 2024	Competition Announcement Released
December 1, 2024	**Notice of Intent to ORAP by 5pm (REQUIRED)**
February 1, 2024	**Proposal due to ORAP by 5pm**
May 1, 2025	Award notification
May 10, 2025	Revised budget and work of scope to ORAP
May 15, 2025	**Award begin date**
August 15, 2026	Award termination date
February 16, 2027	**Final Report due to ORAP**
March of 2027	**Poster presentation at Faculty Showcase**

WASHINGTON STATE UNIVERSITY

QUESTIONS?

For any questions about the guidelines, proposal, or review process contact the program manager!

https://orap.wsu.edu/funding/internal/new-faculty-seed-grant/

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