Research Enhanced Support Grant – Round 2 for AY 2024-25
Due date: March 15, by 5:00 p.m.

CALL FOR APPLICATIONS
In partnership with Academic Affairs, President Wood aims to elevate faculty research and scholarship at Sacramento State, a Hispanic Serving Institution (HSI) and an Asian American Native American Pacific Islander Serving Institution (AANAPISI). Through the new *Research Enhanced Support Grant (RESG)* program, faculty can secure seed funding to support preliminary/exploratory work that will contribute new knowledge or novel scholarship to their discipline while deepening their transformational impact on, and with students. With the overall goal of increasing graduation rates, it is one of many initiatives across campus that aims to enhance scholarship, balance teaching and research, and encourage student engagement in research and scholarly activities. This program is funded by the President's Office and is administered by Academic Affairs with support from the Offices of Research, Innovation, and Economic Development (ORIED). This RESG Round 2 competition will support campus scholarship activities during the 2024-25 academic year. From this point forward, RESG competitions will be held in spring for funding in the following academic year.

ELIGIBILITY
All faculty unit employees are eligible to apply, including full-time, part-time, temporary, probationary, librarians, and tenured faculty, as defined in the Unit 3 collective bargaining agreement. Individual and collaborative projects involving multiple Sacramento State faculty are eligible. Faculty may only receive assigned time on one awarded application under this Round 2 competition.

Faculty awarded assigned time in Fall 2024 under the inaugural RESG competition are only eligible to request assigned time in Spring 2025 for new research activities and not the same, previously funded project.

ASSIGNED TIME AWARDS
Faculty may apply for one of two assigned time awards for the 2024-25 Academic Year.

> Option 1: 3 WTUs of assigned time for a research project (or 4 WTUs for faculty in departments that teach only four-unit classes). Engagement of Sac State Students is highly encouraged.

> Option 2: Up to 6 WTUs maximum for a research project engaging Sacramento State students. Student engagement is required for 6 WTU requests.

For collaborative projects, faculty can apply for up to 6 WTUs total, divided among the Sacramento State faculty collaborators. Student engagement is required for 6 WTU requests on collaborative projects.

Supplemental funding to assigned time awards:
Applications for assigned time awards may include a request for project related travel. Supplemental travel funds may be requested for faculty and student travel expenses for use during FY 2024-25.

Additionally, faculty may request a supplemental monetary grant of $500 to cover the costs of materials, supplies, and student support costs needed to carry out the project. Supplemental monetary grants may not be used for faculty additional employment or summer salary.

CONDITIONS FOR GRANT RECIPIENTS
Proposed project activities must be completed by June 30, 2025.

Recipients will be required to submit a Project Report at the conclusion of the project period and due no later than September 30, 2025. The report will describe the activities and work accomplished, including evidence of project outcomes such as data collection and/or analysis, a publication, manuscript, exhibition, performance, and/or grant proposal. More details and a Project Report template will be provided at the award stage. Additionally, recipients agree to participate in a Sacramento State Faculty Research and Scholarship Conference (date TBD).

For 6 WTU awards, recipients agree to work with the students engaged in the research and scholarly activities and prepare them to participate in a campus poster forum and/or presentation at the Sacramento State Student Research and Creative Activity Spring Symposium in March 2025.

APPLICATION INSTRUCTIONS
Applications are due **Friday, March 15, 2024, by 5:00 pm** and must be submitted online at http://csus.infoready4.com using your Sac Link username and password. For questions about using InfoReady, visit the help page located in the right-hand corner of the home screen. We encourage you to submit early to allow sufficient time to resolve any problems you might encounter with your application or InfoReady. Proposals that are submitted after 5:00 pm will not be accepted.

A complete application will include:
1. General applicant and proposal information
2. Proposal narrative (see requirements below)
3. Current and pending support (see requirements below)
4. Department Chair and Dean approval of the assigned time request.
   This approval will be obtained via InfoReady Review upon submission of your application.
5. Optional - Bibliography/References
6. Optional – One page of Tables and/or Figures

For collaborative projects, submit **one** application with the lead faculty and all co-faculty applicants identified in the General Applicant and Proposal Information section in InfoReady. Please also note that no more than 6 WTUs of assigned time total may be requested and divided among the faculty collaborators.

PROPOSAL NARRATIVE
Reviews will be conducted by an interdisciplinary ad-hoc panel and because reviewers may not be familiar with your area of expertise, applicants are strongly advised to write proposal narratives with a general academic audience in mind.

Required Sections for all Applications:
1. **Scholarly Significance/Need** (up to 750 words; maximum score 45 points)
   Describe significance of the proposed preliminary/exploratory project including its potential to advance knowledge, innovation, or understanding in the relevant field(s), gaps in knowledge/novelty, and how it contributes to your discipline.

2. **Project Plan** (up to 750 words; maximum score 45 points)
   Briefly describe specific aims, project design, and methods. Describe specific outcomes (such as data collection and/or analysis, a publication, manuscript, exhibition, performance, and/or grant proposal) that will be completed by the end of the period for which you are requesting assigned time. Provide a project workplan/timeline. Explain your planned publication or dissemination outlets and timeline for submission.

3. **Feasibility/Potential to Complete** (up to 500 words, maximum score 10 points)
   Describe your expertise and/or qualifications to complete this project, including any preliminary activities or preparatory work you have conducted to prepare for this project.

4. **Budget Justification for Travel and Supplemental Monetary Grant Requests** (up to 250 words)
   Describe how requested resources will be used to support the activities of the project. Address likelihood of project being carried out if the travel or supplemental monetary grant is not awarded. Indicate "Not applicable" if a monetary grant is not requested.

Additional Sections for 6 WTU Assigned Time Requests:
5. **Justification for 6 WTU request** (up to 250 words; maximum score 5 points)
   Explain why the proposed workplan is worthy of 6 units of assigned time.

6. **Plan for Required Student Engagement** (up to 500 words; maximum score 20 points)
   Describe planned activities to recruit and engage diverse group of undergraduate or graduate students in the project and the potential for students to gain new skills, knowledge, and motivation to graduate or pursue post-graduate or related career. Describe planned activities to prepare student(s) for presenting at a poster forum or research symposium, and/or participation in a performance, exhibition or similar type activity. Explain the number of students needed for the project and why. How will student(s) be recruited and supervised as emergent scholars? How will the project involve diverse students typically not given opportunities to engage in research and scholarship? How will the research component enhance their academic and/or career goals?

CURRENT AND PENDING SUPPORT
Using the template provided, upload details on your current and pending grant and contract support. List support from all internal and external sources including details on pending applications to the Research and Creative Activities (RCA) Faculty Awards program. If you have no current or pending support, indicate "N/A, not applicable."

EVALUATION PROCESS
Proposals will be evaluated using a three-step process:

1. **Eligibility review** – Representatives of Academic Affairs/ORIED will evaluate each proposal to confirm that eligibility requirements as outlined in this Call have been met.

2. **Proposal Evaluation** - Eligible proposals will be evaluated by an interdisciplinary, ad hoc panel of faculty. Three-unit and 6-unit requests will be scored separately. Each panel member working independently will score each section of the proposal. Due to an accelerated timeline, no reviewer comments will be solicited or provided. Additionally, by submitting an application the applicant agrees to serve as a reviewer if needed. To volunteer to serve as a reviewer click here.

3. **Procedural Review and Ranking** - Academic Affairs/ORIED will check each review, making sure that all procedures have been followed and the rating sheets are completed correctly. The numerical results for each proposal will be tabulated; 3-unit requests will be given a score up to 100 points and 6-unit requests will be given a score up to 125 points. The total score of the 6-unit requests will then be multiplied by .8 to permit one ranking across all applications in descending order. Based on this ranked list, recommendations will be made to the Provost and President. <u>Each college will receive a minimum of two 3-unit awards and one 6-unit award (or up to 12 units total), subject to fund availability and favorably reviewed applications</u>. Due to the limited number of reviewers and workload involved with the quantity of the proposals received, no reviewer comments or scores will be provided.

TIMELINE

Week of Feb 5	Round 2 Call for Applications released.
Friday, Mar 15	Applications due via InfoReady Review by 5:00 pm. Late applications will not be accepted.
Week of Mar 25	Applications distributed to reviewers.
Friday, Apr 26	Scores submitted by reviewers via InfoReady Review.
Week of May 6	Ranked list complied. Award recommendations sent to Provost.
Week of May 20	Notifications sent to applicants and their chair, dean, college budget analyst.
March 2025	Students and their faculty mentors participate in Student Research and Creative Activity Spring Symposium (Requirement for 6 WTU projects).
June 30, 2025	Project activities are completed
Sept 30, 2025	Project reports due.

FUTURE RESG SUBMISSION WINDOWS

Research Enhanced Support Grant competitions will be held each spring in preparation for the next academic year. The next competition is anticipated to be held in Spring 2025 for assigned time in AY 2025-26.

QUESTIONS

Please address questions about the competition to: research@csus.edu.