

College of Health Sciences Seed Grant - 2019
Request for Proposals (RFP)

Faculty Travel Grant

*The College of Health Sciences (CHS) has money available for research-related travel. College of Health Sciences faculty are encouraged to submit proposals for scholarship-related travel. Travel awards are available for faculty to **present research** at a regional/national/international conference or symposium.*

**Awards will be announced at the College of Health Sciences Research Day
Thursday, March 28, 2019**

Guidelines:

Maximum Award: \$750

Submission Deadline: February 15, 5:00pm MST

Requirements: Proposals **must include** the following:

1. **PURPOSE** (outline the purpose and type of presentation; conference name and location, etc.)
2. **SIGNIFICANCE** (describe how travel will enhance research-related professional development and research productivity)
3. **CONFERENCE/SYMPOSIUM ABSTRACT** (project title, authors names, and summary of research)
4. **APPENDICES must include**
 - a. The official acceptance for conference presentation. If the official acceptance for conference presentation is not received by March 15, 2019 at 5pm MST, an estimated date for announcement needs to be provided, and the official acceptance should be provided as soon as it is available.
 - b. If the PI received previous CHS seed funding, a copy of funding letter.

NOTE: Proposals will be reviewed by faculty and students from all disciplines in the CHS, thus, should be written in a manner that is understood by all in general (i.e. avoid ambiguity, avoid discipline-specific jargon, clearly define discipline-specific topics or procedures, etc.).

Evaluation: Each proposal will be carefully reviewed by all CHS research committee members and scored as follows:

- **Significance/innovation:** Is there a strong scientific foundation for the project? Does the project address an important problem or critical barrier in the field? If the goals of the project are achieved, how will scientific knowledge and/or clinical practice be improved? Are the concepts, approaches, methodologies, or interventions novel to the field or novel in a broad sense? Or, do the concepts, approaches, methodologies, or interventions reflect a refinement or improvement in current practices?
- **Approach:** Are the strategy, methodology, and analysis plan clear, well-reasoned, and appropriate to accomplish the project goals? Are the strategies appropriate for the work proposed?
- **Future plan:** Is the project relevant to the investigator research topic and future goals? Are the future funding plans clear and reasonable?
- **Overall quality:** Is the proposal clear, organized, and well-written? Are all proposal requirements met?

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|----------------------|-----------------|--------------------|-----------------------|-------------------------|
| 4 = Excellent | 3 = Good | 2 = Average | 1 = Acceptable | 0 = Unacceptable |
| Application | Application | Application | Application | Application |

| | | | | |
|--|---|--|---|--|
| addresses a problem of high importance/interest. May have very little or no weaknesses in other criteria (approach, future plan, or overall quality). | addresses a problem of high importance/interest. Overall impact is brought down by weaknesses in other criteria (approach, future plan, or overall quality). | addresses a problem of moderate importance/interest, with some or no weaknesses other criteria (approach, future plan, or overall quality). | addresses a problem of moderate importance/interest. Overall impact is brought down by weaknesses in other criteria (approach, future plan, or overall quality). | addresses a problem of low or no importance/interest. Overall impact is brought down by weaknesses in other criteria (approach, future plan, or overall quality). |
|--|---|--|---|--|

The mean score will be calculated and used for ranking. In case of tie, additional voting will be performed to determine the rank.

Although the quality of research proposal is mostly valued, the actual ranking will be **needs-based** and the following rules will be applied:

- ✓ A proposal submitted by a non-tenured faculty member will receive a bonus of 10% of its mean score when it is ranked with proposals submitted by tenured faculty.
- ✓ If an applicant who is already ranked high (top 3) in the faculty seed grant application also competes for the faculty travel awards, the mean score of his/her travel award application will be discounted for 10% before being ranked.
- ✓ If the proposal remained to be top ranked after the application of the above two rules, the proposal should be recommended for an award regardless.

Directions: Proposals including the cover page (attached below) should be submitted to the assignment folder of “**Faculty Travel Grant**” on the **WyoGroups** named **CHS Research Committee**. Please email Jenifer Thomas (jthoma41@uwyo.edu) to request membership for this WyoGroup before submission. All submission should be made by **February 15, 2019**. The submission file should be named as “**XXX-CHS Faculty Travel Apply-19**”. Obviously, your last name will replace the XXX above.

For questions, please contact:

Jenifer Thomas

Associate Professor

CHS Research Committee Chair

Fay W. Whitney School of Nursing, Health Sciences 432

Email: jthoma41@uwyo.edu

Office phone: 307-766-3546

**College of Health Sciences
Faculty Travel Grant Proposal 2019
Required Cover Sheet**

Faculty Name _____

College unit _____

Title of Research Project

Budget Request: \$ _____

Signature _____

Date _____

Office/cell phone _____

Email _____