RTT Proposal Planning Grants RFP

Program Description
RTT Proposal Planning Grants aim to stimulate the formation of collaborative, interdisciplinary research teams. These grants fund teams to initiate, prepare, and submit large, interdisciplinary research proposals with annual budgets of $1M or more (NSF ERC, DOE EFRC, etc.), though smaller budgets may be considered for strategically-critical or prestigious programs.

Award Information
Deadline: Quarterly: July 1, October 1, January 15, April 1. Proposals must be submitted at least 12 months prior to the anticipated deadline of the targeted funding opportunity. If the deadline falls on a holiday or weekend, submissions will be accepted on the next weekday.

Award Amount: $10,000 - $50,000
Award Duration: 12-18 months
Anticipated Number of Awards: 3-4 per year. While proposals will be reviewed quarterly, an award may not be made every quarter.

Allowable Expenses: Teams have broad discretion in the use of funds, as long as funds clearly support progress toward developing a competitive proposal. Funds could support, for example, travel, teaching relief, workshops with potential team members, and/or up to one month of summer salary per PI. Applicants may use their own funds (e.g., RD accounts) to supplement the funds requested from RTT.

For expenses that require department head approval, such as teaching relief, please ensure that you receive approval prior to submitting your planning grant proposal.

Eligibility
All Mines faculty and staff members are eligible to apply. Interdisciplinary teams are encouraged. While the PI must be a Mines employee, we encourage collaborations with researchers from other institutions.

Additional eligibility information:
- Applicants may submit no more than one proposal as a PI per year.
- Projects with a primary focus on curriculum development are not eligible.

Proposal Requirements
Proposals should use clear writing appropriate for non-specialists and make a strong case for the importance of the project to reviewers outside the discipline. All documents should use 11-point Times New Roman font or larger and 1-inch margins.

Required documents:
- Cover Page
  - Project title
  - Names and affiliations of current team members
  - Targeted external funding opportunity and sponsor deadline
- Project Narrative
  - 3-5 pages, including tables, figures, charts, references, and supporting information.
• A vision statement and explanation of why an interdisciplinary team is required for the success of the proposed project.
• The proposed planning grant objectives, expected outcomes, and tasks with quarterly milestones.
• The anticipated impact and explanation of why the concept will be competitive for the targeted funding opportunity.
• A brief management or team coordination plan, including discussion of how knowledge will be integrated across disciplines.

• Biosketches
  o **Up to 2 pages** per team member.
  o Required for all team members.
• Budget and Justification
  o **1 page**.
  o Provides a concise justification for items requested in the budget.

**Review Process and Criteria**
Faculty volunteers will review applications, provide written comments, convene to discuss proposals, and recommend proposals for funding. Applicants will receive anonymous feedback from reviewers and a summary of the panel discussion.

Proposals will be evaluated in four primary areas:

• **Intellectual Merit**: Merit and quality of research, scholarship, or creative work; potential to contribute value to the respective discipline(s) and advance knowledge (particularly factoring in the novel approach to concept(s) for relevant disciplines).
• **Potential for Success**: The potential for success in the targeted funding opportunity (or other opportunities suggested by the evaluators) and the potential that the planning grant effectively increases the probability of success.
• **Impact**: Potential to benefit discipline(s), society, or vitality of the university’s research, scholarship, or creative work.
• **Inter-/multidisciplinarity**: Potential to foster collaborations and partnerships across disciplines; team development for future collaborations.

**Terms and Conditions**
Planning grant recipients agree to the following conditions:

• Teams will report progress toward milestones; funding may be terminated if milestones are not met.
• No later than 30 days following the end of the award period, teams will submit a draft project narrative that follows guidelines laid out in the target solicitation. RTT will provide feedback on the narrative.
• Recipients are expected to submit a proposal for external funding, in close coordination with RTT’s Proposal Manager, within 24 months of being awarded an RTT Proposal Planning Grant. Recipients who do not submit a proposal for external funding will not be eligible for future planning grants (exceptions will be made for extenuating circumstances such as illness or unexpected family leave).
• If the project entails any compliance issues such as IRB, ITAR, EHS, biohazardous material, etc., recipients certify that the appropriate compliance offices on campus will be made aware of the proposed activities **before** initiating any work.