



Office of the Vice President for Research
FY21 Research Continuity Fund
(replaces OVPR Quarterly Strategic Investment for FY21)

BACKGROUND:

Colorado State University is committed to supporting ongoing research continuity/COVID-19 relief efforts within a wide range of activities in Research and Discovery under the University's Strategic Plan, by which "CSU will foster an academic environment that nurtures excellence and growth in research, creative artistry, and other scholarly accomplishments."

The Office of the Vice President for Research (OVPR) has established a new Research Continuity Fund, in lieu of the Quarterly Strategic Investment program for FY21, to develop a seasonal process in support of post-pandemic focused funding requests from colleges, departments, and other units. The purpose of this process is to ensure research continuity and accelerate recovery, along with creating a synchronous submission of funding requests. This process also provides a means to strategically assess funding needs across a larger pool of proposals, establish a common set of funding criteria, and promote inclusivity across the research and scholarship community at CSU.

DESCRIPTION:

The OVPR seeks to assist researchers and scholars as they rebound from the COVID-19 pandemic to ensure maximum continuity of the research enterprise across the institution. The program offers support for a broad range of research, scholarship, and discovery activities. This program is not intended to sustain individual research projects, nor does it replace the start-up/retention funding process, Core/Specialized Facilities RFP, awards made for Programs of Research and Scholarly Excellence (PRSE), or requests for mandatory cost share on extramural funding proposals (see *Mandatory Cost Share* section below). Rather, the process is intended to provide OVPR funding support in a structured manner to address gaps, deficiencies or opportunities in the research enterprise arising from the pandemic. A major advantage of this process is the allocation of available continuity funds across the entire fiscal year to ensure that awards can be made for funding needs identified later in the fiscal year.

SUBMISSION DEADLINES:

Three funding request cycles are scheduled for FY21 and are scheduled to allow for maximum flexibility and agility in responding to identified needs. Funding requests will be accepted starting with the Cycle Open Date and continue until the Submission Deadline (5pm MT). Requests received after the deadline will not be considered in that funding cycle and must be submitted to the next funding cycle.

Cycle	Open Date	Submission Deadline
C1	September 1, 2020	September 28, 2020
C2	November 9, 2020	December 7, 2021
C3	February 1, 2021	February 22, 2021

ELIGIBILITY:

Who can apply?

Applications may be submitted by: Tenure-track and Non-Tenure-Track Faculty; Research Scientists/Scholars; Center/Institute Directors; Deans; Department Heads. Proposals from students (undergraduate or graduate) will not be accepted.

Eligible Costs

Requests for funding will be accepted for a broad range of activities to address gaps, deficiencies or opportunities within the research and scholarly enterprise during this phase of recovery, including:

- Center/Program/Research Programs and Projects
 - Refocused/new directions for or rapid acceleration of post-pandemic projects including preliminary data for external opportunities;
 - Graduate student support to address gaps or inequities arising from the pandemic;
 - Efforts to increase and support diversity, equity, inclusion, and continuity of personnel, especially those arising from or highlighted by the pandemic
- Activities/Services to Strengthen Competitiveness for Extramural Funding Opportunities
 - External review (e.g. “Red Teaming”; proposal writing workshops, etc.)
 - Team and network building
 - Gap filling (i.e. increasing capabilities, strengthening subject matter expertise, etc.)
 - Access to Core/Specialized Facilities or Analytical Services
- Research Infrastructure
 - Facility/Space Repurposing for Post-Pandemic Research or Scholarly Activities
 - Equipment/Infrastructure
- Professional Development and Training
- Technology and Connectivity
- Specialized PPE or Other Specialized Research Safety Measures
- Other

The OVPR will not accept requests for 1) curriculum development; 2) projects that are already in progress or have been completed; 3) graduate student projects (i.e. projects initiated/submitted by graduate students); 4) conferences or other events; or 5) requests for mandatory cost sharing (see below).

GENERAL FUNDING CRITERIA:

Given the University’s current financial situation, proposals to the Research Continuity Fund **do not require a cost share for proposed budgets although cost share is highly encouraged**. The minimum funding level that will be considered is \$10,000 from all combined sources (with or without cost share). Generally, proposals that have financial support (cash or in kind) from local units are viewed as indicative of higher prioritization within those units. Funding requests are for one-time funds only and are anticipated to be spread over a 1-2 fiscal year maximum time frame. Additional consideration will be given to proposals that are broad-reaching and/or that increase/support diversity, equity, and inclusion or seek to remove disparities in research continuity. Awards made in any given funding cycle does not imply approval for a similar request made in a future funding cycle.

MANDATORY COST SHARE REQUESTS:

The need for mandatory cost share support frequently does not fall within the timing of the stated deadlines or available funding. Thus the OVPR accept requests for mandatory cost sharing support at any time. ***Please do not submit mandatory cost share requests through the Research Continuity/Covid-19 Relief Fund process.*** Contact Meg Suter for more information (Meghan.Suter@colostate.edu).

PROPOSAL PROCEDURE:

Please submit your proposal as one combined PDF document, using CSU's InfoReady Review system, described below. Your Proposal Description (**2 pages max, with additional budget spreadsheet and quotes attached**) should include a detailed description and justification of the project, with the following required elements:

- Description of how OVPR funds will be used, including a justification for how funds will assist with research continuity/recovery as well as how the project will more broadly benefit CSU/College/Department;
- The expected impacts and outcomes of the project or activity;
- A follow-on plan for sustainability (e.g. proposal submission for additional funding; grad student recruitment plan, etc.);
- Date funds are needed;
- A completed **Budget Summary Submission** spreadsheet of major elements, cash/in-kind types, and contributor sources (see attached **Budget Summary Submission Form**, saved as a PDF and incorporated into the document) - *not included in page limitation*;
- Quotes for all requested instrumentation (greater than \$10,000) or renovations for repurposing requests - *not included in page limitation*; and
- If cost sharing is part of this proposal, evidence of matching funds with appropriate signoff from department/college authorities (e.g. letter from department head or research associate dean indicating availability and commitment of funds) – *not included in page limitation*

The funding period is assumed to begin within the fiscal year (FY21). Any funding requests for a project start date in the next fiscal year will be accepted during the last submission cycle (C3: February 1, 2021 - February 22, 2021). Urgent requests (e.g., catastrophic failures) with time constraints outside the open window for this process should be brought directly to the attention of the OVPR. See contact information below.

Resubmissions: As the funds in any given cycle are limited and the number of proposals received each cycle can vary dramatically, we encourage proposers who receive positive feedback on their proposals but are not funded in a particular funding cycle to consider resubmitting in subsequent cycles.

SUBMISSION PROCESS:

Applications are **due by 5:00 pm on the submission deadline date (see submission deadline table)** through the CSU InfoReady Review system. **The system will not accept applications after 5:00 pm.**

Accessing the CSU InfoReady Review system to submit:

1. From the opportunities list found at <https://colostate.infoready4.com/>, locate the "CSU – OVPR FY21 Research Continuity Fund" opportunity, and click on the title to open the opportunity page.
2. From the opportunity page, click "Apply".
3. Use your CSU eID and password to log into InfoReady Review.
4. Complete and upload all required components. You can save your application as a draft prior to submission.
5. Be sure to submit your application. Applications left as "draft" will not be reviewed.

NOTE: Colleges and units may have separate internal processes for screening and submission. Applicants should confer with their department head and/or research associate dean prior to preparing an application for advisement on any additional processes.

REVIEW CRITERIA:

In general, the review committee will evaluate proposals on the basis of the perceived need and ROI, wherein the overall ROI includes Investment and Impact, but also Return on Innovation, Imagination, Inclusivity, and Initiatives. Thus, the following elements are considered:

- Need and degree to which funds will assist with research continuity and recovery by addressing gaps, deficiencies or opportunities;
- Long term sustainability (e.g. will this truly fill a gap or will the need persist beyond the funding?)
- Scholarly impact, as well as a broader institutional impact (e.g. beyond a single investigator or department)
- Student engagement in research and scholarly activities
- Expansion and support of diversity, equity, inclusion, and continuity of personnel
- Leveraging of resources
- Promotion of a proactive, positive, safe and ethical research culture
- Alignment with University, College and/or Department strategic initiatives, goals and priorities
- Equity across colleges

For additional clarification, please refer to the [Frequently Asked Questions \(FAQs\) for the VPR Research Continuity/COVID-19 Relief Fund Process](#).

CONTACT INFORMATION:

If you have questions or need additional information about this process or feedback on unfunded proposals, please contact:

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