



Office of the Vice President for Research FY23 Quarterly Strategic Investment, Cycle 1 (C1)

BACKGROUND:

Colorado State University is committed to supporting a wide range of activities in the areas of Research, Scholarship, 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) utilizes a seasonal process for managing funding requests from colleges, departments, and other units. The purpose of this seasonal process is to synchronize the submission of funding requests, provide a means to strategically assess funding needs across a larger pool of proposals, establish a common set of funding criteria, and to promote inclusivity across the research and scholarship community at CSU.

DESCRIPTION:

The OVPR Quarterly Strategic Investment process, initiated in FY15, provides funding across the institution. This on-going program offers support for a broad range of research, scholarship, and discovery activities. The program is not intended to sustain or provide seed funding for individual research projects, nor does it replace the start-up/retention funding process, funding under the Core/Specialized Facilities RFP, 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. A major advantage of this process is the allocation of available funds across the entire fiscal year to ensure that awards can be made for funding needs identified later in the fiscal year.

SUBMISSION DEADLINES:

The process will have four cycles, scheduled to allow for maximum flexibility and agility in responding to identified needs. Funding requests will be accepted starting with the Open Date and continue until the Submission Deadline (5:00 pm MT). Requests received after the deadline will not be considered in that funding cycle and must be submitted to the next funding cycle. New cycles will be announced a minimum of four weeks prior to the submission deadline. ***The submission dates for the FY23 cycles, including Cycle 1, are:***

Quarter/Cycle	Open Date	Submission Deadline Date
C1	September 15, 2022	October 14, 2022
C2	December 1, 2022	January 3, 2023
C3	March 1, 2023	April 3, 2023
C4	June 2, 2023	July 3, 2023

ELIGIBILITY:

Who can apply?

Applications may only be submitted by: Tenure-track and Non-Tenure-Track Faculty; Research



Scientists/Scholars; Center/Institute Directors; Deans; Department Heads.

Eligible Costs

Requests for funding will be accepted for a broad range of activities that address gaps, deficiencies or opportunities within the research and scholarly enterprise, including but not limited to:

- Center/Program/Research Programs
 - Refocused/new directions for research or scholarly project pivots
 - Graduate student support to address gaps or inequities
 - Efforts to increase and support diversity, equity, inclusion, and continuity of personnel
 - Access to external research facilities or services
- Research Infrastructure
 - New equipment/instrumentation
 - Repairs due to catastrophic instrument failure
 - Construction/Alteration/Renovation of research space
- Conferences/Workshops/Special Events
- Activities/Services to Strengthen Faculty Success and Competitiveness
 - Proposal external review services, writing workshops, etc.
 - Team and network building activities (e.g. gap filling, increasing capabilities, etc.)
- International Research Activities
- Other

The OVPR will not accept requests for 1) curriculum development; 2) projects that are already in progress or have been completed; 3) seed funding for individual research projects (e.g. gathering preliminary data for single investigator proposals – team and/or interdisciplinary projects may be considered, but we recommend discussing the project with OVPR staff prior to submission.); 4) graduate student projects (i.e. projects initiated/submitted by graduate students); or 5) requests for mandatory cost sharing (see below). Applicants who have been funded for requests in the previous two cycles are discouraged from submitting another request.

GENERAL FUNDING CRITERIA:

The review committee will consider applications that **do and do not have cost share**. The **minimum funding level request that will be considered is \$2,500 from all combined sources**. For requests **without a cost share match, the maximum allowable request is \$10,000 from the OVPR**. Proposals with **requests over \$10,000 from the OVPR must demonstrate shared funding participation** from some combination of PI, Department, College, or other contributed sources. Generally, proposals that have financial support from local units are viewed as indicative of higher prioritization within those units. By practice, proposals typically demonstrate a strong contribution from non-OVPR sources, with ***the OVPR contribution being approximately 33-50% of the total budget***. In some instances, however, the OVPR has contributed a larger fraction of the total cost.

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, cross-disciplinary in nature, and/or that increase/support diversity, equity, and inclusion or seek to remove disparities in research and scholarship. Awards made in any given funding cycle does not imply approval for a similar request made in a future funding cycle. For example, requests for support for recurring events (e.g. workshops/conferences) may not continue to be funded for multiple occurrences.



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 Quarterly Strategic Investment process.*** Contact Meghan 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, quotes, and match commitments attached**) should include a detailed description and justification of the project, with the following required elements:

- **Need.** 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.
- **Outcomes and Impact.** The expected outcomes and impacts of the project or activity.
- **Sustainability.** A follow-on plan for sustainability (e.g. proposal submission for additional funding; grad student recruitment plan, etc.).
- **Timeline.** Date funds are needed, when activities will take place.
- **Budget.** A completed **Budget Summary Submission** spreadsheet of major elements, cash/in-kind types, and contributor sources (see attached **Budget Summary Submission Form** in the InfoReady system, saved as a PDF and incorporated into the document).
 - *Not included in page limitation*
- **Quotes.** Include quotes for all requested instrumentation (greater than \$10,000) or renovations for repurposing requests, if applicable.
 - *Not included in page limitation*
- **Match/Cost Share.** If cost sharing is included in 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 if awarded).
 - *Not included in page limitation*

The funding period is assumed to begin in fiscal year 2023 (FY23). 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: Funds in any given cycle are limited, and the number of proposals received each cycle can vary dramatically. We encourage applicants 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 FY23



- Quarterly Strategic Investment” 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 and scholarly activities, including addressing gaps, deficiencies, or opportunities
- Scholarly impact and broader institutional impact (e.g. beyond a single investigator or department)
- Long term sustainability (e.g. will this truly fill a gap or will the need persist beyond the funding?)
- Leveraging of resources
- Student engagement in research and scholarly activities
- Expansion and support of diversity, equity, inclusion, and continuity of personnel
- 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 OVPR Quarterly Strategic Investment.

CONTACT INFORMATION:

If you have questions or need additional information about this process, please contact:

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OVPR Senior Faculty Advisor
University Distinguished Professor, CSU
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