

FUNDING FOR EXCELLENCE PROGRAM UNIVERSITY OF MISSOURI-KANSAS CITY

POLICIES AND GUIDELINES

The Funding for Excellence Program (FFE) is an institutionally funded grants program to support the highest level of research, scholarship, and artistic endeavors by UMKC faculty. FFE grants are awarded once a year, on a competitive basis, by a decision of the UMKC Research Advisory Council. The program will provide funding for faculty projects up to \$15,000. The three goals of the FFE program are to:

- Enhance the research stature and scholarly reputation of UMKC;
- Support excellence in the scholarship, research, and creative endeavors of tenured and tenure-track faculty members of all ranks; and,
- Provide a financial means to achieve a tangible result.

Eligibility: All tenured or tenure-track faculty and UMRB-eligible NTT research faculty are eligible to apply. Collaborative projects from more than one faculty member are eligible for funding (see *Budget* below). Retired or *emeriti* faculty are not eligible for the FFE.

Criteria for Funding: FFE awards are meant to enable faculty to *deliver* tangible outcomes that advance the scholarly reputation and stature of UMKC. Outcomes may take many forms including, but not necessarily limited to:

- the publication of scholarly or creative work;
- an exhibition or performance;
- development of a distinguished lecture series,
- support the submission of a research application to a federal or other major funding agency;
- directly to support scholarly or creative achievement
- conduct pilot research necessary for a competitive external award application; or,
- support a research center or core facility for the purpose of leveraging external funding.

Thus, the competitive review of FFE applications will focus primarily on the positive impact the investment will have on UMKC and the likelihood that the activity will achieve the intended goal. **It is not the intention of the FFE to support the ongoing research/scholarship of faculty members, but rather to incentivize new creative work or research activity that results directly, by way of an immediate tangible return, or indirectly, by bettering the competitive standing of a research project aimed at an application for an external award.** This includes applications for pilot projects in risky, high-return areas of research.

FFEs are intended to be short-term in duration (not more than one year), and are not renewable. The Research Advisory Council will not approve more than two awards to an individual PI in a five-year period nor will it approve awards to a project in consecutive years. Resubmission of previous FFE proposals is acceptable; however, the faculty member must include a letter describing any revisions and address all comments. A total of three submissions of the same project will be allowed.

All FFE awardees are required to submit a final report within 6 months of completing the project detailing how the funding was used and to what extent the intended outcome was achieved. The final report should include specific details on the success resulting from the FFE and how the funds translated into notable achievement. More information of the content of the final report will be provided upon notice of award. Failure to submit a final report or failure to conduct the specific research or scholarship activity will result in a permanent prohibition of future FFE funding.

UMRB-allowable expenses will be permitted. Summer salaries for professors on 9-month appointments are allowed, but faculty members on 12-month appointments are ineligible for summer salary support. When salaries are included in the budget, fringe benefits also need to be included. Calculate benefits at the current rates for full-time faculty and staff as defined on the ORS website. Teaching replacement costs will be considered when there is a justified need for the applicant to be released from teaching during the academic year AND ONLY IF THE PROPOSAL CONTAINS A LETTER FROM THE DEPARTMENT CHAIR AND DEAN AUTHORIZING RELEASE IF FUNDS ARE AWARDED. Requests for teaching replacement should be for one semester only.

Requests will not be granted for:

- Academic year salaries for faculty on 9- or 12-month appointments
- Student tuition or fees
- GRA appointments greater than 50% time or stipends for students not enrolled at the University during the academic year
- Travel to meetings, conferences, etc.
- Book publication subventions for non-refereed or commercial presses
- Construction and remodeling of facilities
- Equipment maintenance costs
- Indirect costs
- Organization memberships and/or dues

FFE APPLICATION PROCEDURES

The deadline for submission of FFE applications is posted on the FFE website below. Applications are to be submitted through an online application site by 5:00 p.m. on the deadline date. Applications submitted after this time and day will not be accepted. To apply, please go to:

<http://ors.umkc.edu/pre-award/funding-opportunities/funding-for-excellence>

Narrative Outline. The narrative must not exceed 6 (numbered) pages. The text must be single-spaced with a standard type size of 11 point or larger, and not more than 15 characters per inch. The bibliography is not included in the 6-page limitation. Use 1-inch margins throughout. Proposals not conforming to this format will not be considered. Applicants should use the following outline when preparing the proposal narrative; however, additional sections may be added as appropriate to the specific request for funding.

1. Introduction (1/2 – 1 page suggested)

2. Project Goal and Objectives (1/2 -1 page suggested)

- Specific objectives including what the return on investment will be
- Significance, including a statement on the impact to UMKC
- Deliverable(s)

3. Project Background (1 page suggested)

- Previous work of applicant in proposed project area
- Prior work done by other scholars/researchers
- Relationship of proposed project to current state-of-the-field
- Description of how this FFE project advances the field

4. General Plan of Work (Suggested maximum 3 pages)

- Design of activities to be undertaken
- Description of methods and procedures, if appropriate
- Plans for preservation, documentation, and sharing of data or products, if appropriate
- Description of collaboration with other individuals, if appropriate
- Timetable for completion of project within 1-year

5. Statement of Expected Achievements that will result from this award. (suggested 1/2 page)

6. Budget and Justification Please use the budget template provided on the FFE webpage and include a justification of budgeted items. Append both the template and justification to the application narrative by creating a single PDF file before uploading. (Not included in the 6-page limit)

7. Bibliography (Not included in the 6-page limit)

8. Appendix 1-page appendix with figures, tables, etc. is allowed.

9. Biosketch 1-Page biosketch including relevant publications and other scholarly activities (Not included in 6-page limit).

Use of human subject and/or experimental animals. If the proposed study involves the use human subjects and/or experimental animals, the appropriate protocols **MUST** be filed for review with the Institutional Review Board (IRB) and the Institutional Animal Care and Use Committee (IACUC), respectively, at the time of application. Applications without the accompanying required IRB and IACUC protocol submission will not be evaluated.

Proposals that do not conform to the submission guidelines will not be evaluated.

EVALUATION OF FFE PROPOSALS BY UMKC RESEARCH ADVISORY COUNCIL

The UMKC Research Advisory Council will review and evaluate the FFE proposal applications and make recommendations to the Vice Chancellor for Research and Economic Development to authorize funding of the projects.

The projects will be evaluated and ranked based on the following merit criteria:

- (1) The importance of the expected outcome to advancing the particular field of study;
- (2) The level creative or scholarly achievement as indicated in the three goals (above);
- (3) The potential for additional returns such as, but not limited to, additional funding from federal or major private funding agencies, national or international recognition or acclaim for a particular piece or body of work, national or international prizes and awards; and,
- (4) The ability to articulate how the proposed activity fits with the FFE priorities.

Notification of Funding. Decisions on FFE Funding will be made as soon after submission as possible. All applicants will be notified by email regarding the status of their applications upon decision by the RAC. Accounts will be established immediately after an award is granted to facilitate spending. Spending may be delayed for a few months but the FFEs must be spent within a 12-month period that should not extend beyond 18 months after the award is announced. Unspent funds will return to the main FFE source account managed by the ORS.