

Application Guidelines Table of Contents

Applicant Information.....	2
Budget and Budget Justification.....	3 – 4
Current Research/Creative Activities.....	5
Executive Officer Approval Form (HRT).....	6
Executive Officer Approval Form (PAD).....	7
Funding Profile: Internal/External.....	8
Funding Profile: Proposed Activity.....	9
MDMA Reference Letter.....	10
MRD Program Relevance.....	11
Project Abstract.....	12
Project Information.....	13 - 15
Proposal Narrative.....	16
Publications List.....	17
Supplemental Information.....	18

Applicant Information

Applicant Information

Principal Investigator

(Auto fill)

Name:

NetID:

Department:

Any individual, whether PI or co-PI, is allowed to submit only one application per funding round.

PIs and co-PIs cannot receive more than \$30,000 of funding from the Campus Research Board within any two-year period. (For example, a PI and/or co-PI who received \$30,000 in April 2016 would not be eligible to apply for funding until March 2018.) HRT awards are excluded from the \$30,000 funding limit.

PI Responsibilities

- Only the PI can submit the application.
- The PI is fully responsible for any overages if the funding request is calculated incorrectly.
- For activities involving OPRS, IACUC, and/or other research protocols, the PI is responsible for consulting with the relevant offices and meeting all requirements.
- To the best of the PI's knowledge, all the information provided in the application is correct.

I have read and accept these responsibilities.

If you have any questions, please contact Kelley Frazier by telephone at 333-6771 or e-mail at ovcr-researchboard@illinois.edu.

PI Proxy

Only the PI can assign a proxy to access/edit the proposal.

No persons have been assigned.

Find a person:

Name or NetId:

Co-PI/s

Only the PI can assign co-PI/s.

Co-PI/s must be full-time Illinois tenured/tenure-track faculty members.

In the case of multiple investigators, the PI is responsible for the administration of any funding.

No persons have been assigned.

Find a person:

Name or NetId:

Select an Item....

Budget and Budget Justification

Budget and Budget Justification

The maximum request allowed is \$30,000. PIs and co-PIs cannot receive more than \$30,000 of funding from the Campus Research Board within any two-year period. (For example, a PI and/or co-PI who received \$30,000 in April 2016 would not be eligible to apply for funding until March 2018.)

A detailed budget justification is required. The justification must include information such as: the duties of RAs and other project personnel, a breakdown of research-related travel expenses, and a specification of materials, supplies, equipment, and miscellaneous expenses. Please note: The Campus Research Board does not fund the replacement of computers. It does consider funding equipment that is necessary to complete work for a specific project being submitted for funding.

Prior to submission, applicants are *strongly encouraged* to contact their department's business officer to review their funding request. Doing so will enable applicants to budget for any additional costs, confirm the accuracy of figures, and ensure that fringe benefit rates for project personnel are calculated at current rates.

The PI is fully responsible for any overages if the funding request is calculated incorrectly.

In the case of multiple investigators, the PI is responsible for the administration of any funding.

For the list of activities that the Research Board does not fund: [link](#)

Please be sure to read the detailed information for each funding category. Click on each of the category headings.

+ Research Assistants

RAs must be currently enrolled graduate students at the University of Illinois at Urbana-Champaign.

As of August 2013, applicants are no longer required to indicate the percentage appointments and/or time periods for requested RA support. However, departmental business officers appreciate having this information when administering Research Board dispositions. Applicants may include the percentage and/or time periods in the budget justification if they would like to do so.

Research Board awards do not support more than a 50% appointment and do not support more than 2 months in the summer.

The Research Board *strongly encourages* applicants to verify their figures for requested RA support with their department's business officer to confirm accuracy and ensure that fringe benefits are calculated at current rates.

The PI is fully responsible for any overages if the funding request is not calculated to include benefits costs.

+ Other Project Personnel

Undergraduate students currently enrolled at the University of Illinois at Urbana-Champaign can be included in proposals as hourly workers.

The Research Board *strongly encourages* applicants to verify their figures for requested wage support for all project personnel with their department’s business officer to confirm accuracy and ensure that fringe benefits are calculated at current rates.

The PI is fully responsible for any overages if the funding request is not calculated to include benefits costs.

+ Equipment

The use of the equipment in relation to the proposed activity should be made clear in the proposal narrative.

If the application is an equipment request to upgrade existing research capabilities, the proposal narrative must include a complete description of at least one planned project utilizing the new equipment.

For major equipment requests, a price quote must be uploaded through the Supplemental Information page of the application.

+ Travel

Provide an itemized travel budget for research-related travel (including transportation, lodging, and University of Illinois per diem rates).

+ Software, Supplies, and Other Expenditures

Describe and provide a justification for any software, participant or subject fees, publication subventions, photocopies, mailing fees, or any other miscellaneous expenses related to the proposed activity.

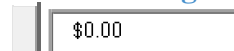
Publication subventions: the letter from the publisher should be uploaded through the Supplemental Information page of the application.

Budget Line Items (amounts rounded to the nearest dollar)

Budget items have not been assigned.

Add a New Budget Item

Total of Budget Items



Budget Justification



Current Research/Creative Activities

Summary of Current Research/Creative Activities

Provide a brief summary of current research and/or creative activities, whether or not they are related to the proposed activity.

Please limit the summary to 200 words.

If this is a multi-investigator proposal, the summary should also include the current research/creative activities of the co-PI/s. In this case, **please limit the summary to 400 words.**

Executive Officer Approval Form

EXECUTIVE OFFICER APPROVAL FORM

HRT applications must be accompanied by an approval form signed by the relevant executive officer/s. For faculty with percentage appointments (but not zero-time appointments) in other departments/units, the approval form must also be signed by the executive officer of the secondary department/s or unit/s.

Applicants should download the [EO Approval Form](#). Applicants can save data typed into this form. Enter the requested information, then print for the executive officer/s (the department and/or unit head) to sign.

Please **upload a PDF** of the signed form with your application for released time.

Attach Completed EO Approval Form

Executive Officer Approval Form

EXECUTIVE OFFICER APPROVAL FORM

PAD applications must be accompanied by an approval form signed by the relevant executive officer/s. For faculty with percentage appointments (but not zero-time appointments) in other departments/units, the approval form must also be signed by the executive officer of the secondary department/s or unit/s.

Applicants should download the [EO Approval Form](#). Applicants can save data typed into this form. Enter the requested information, then print for the executive officer/s (the department and/or unit head) to sign.

Please **upload a PDF** of the signed form with your application for released time.

Attach Completed EO Approval Form

Funding Profile: Internal/External

Internal and External Funding Support (For All Activities)

Applicants must indicate their available internal and external current research funding including:

- Approximate total of currently available university funds remaining from start-up packages and/or other allocations from departments or other campus units that support the applicant's research/creative activities.
- Approximate total of currently available university funds that have been awarded to support the applicant's research associated with academic appointments either in administrative positions or in named faculty positions (i.e., endowed chairs or professorships).
- All current and/or pending research funding from external sources.

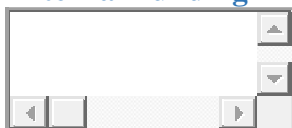
Applicants should describe this funding request in relation to existing and pending internal and external research funds. Applicants are welcome to contextualize the request in relation to other projects to which funds might already be committed.

The Board has an expectation that applicants will make a good faith effort to report the approximate amount of their currently available research funding. Significant lapses in reporting may affect future Research Board funding and may also constitute a violation of the campus' Research Integrity Policy. Applications that do not adhere to the existing funds disclosure policy will not be sent for peer review.

Internal Funding

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External Funding

An empty text input field with a light gray background and a thin border. It includes standard browser-style scrollbars on the right side.

Funding Profile: Proposed Activity

Funding Profile for the Proposed Activity: Funding History, Current Funding, and Future Funding Plans

Provide a funding history for this activity and outline future funding plans (i.e., plans for internal and external grant submission). Within the context of the history and plans, explain why Research Board support is sought at this time (e.g., external funding unavailable, insufficient, delayed, etc.).

When listing awarded and/or pending funding, please include:

- Project title
- Submission date
- Funding source
- Application status

If external funding has been declined for this proposed activity, include copies of all available reviewer comments and priority scores. The Board is interested in assisting applicants in strengthening their applications for external funding. This information should be uploaded through the Supplemental Information page of the application.



MDMA Reference Letter

MDMA REFERENCE LETTER

Applicants need to provide a brief letter either from an executive officer or a faculty mentor *indicating the applicant's readiness* for a manuscript workshop.

Attach Reference Letter

MRD Program Relevance

RELEVANCE TO MULTIRACIAL DEMOCRACY PROGRAM

Articulate how the proposal is relevant to multiracial societies in the US or globally. How does your project engage scholarly, creative, and/or public debates on multiracial democracy, and how is this work relevant to your field(s)?

For the full description of the program criteria, please

see: <https://crb.research.illinois.edu/programs/funding-initiative-multiracial-democracy>

Please limit this to 200 words.

A rectangular text input field with a light gray border. On the right side, there are two small square buttons with upward and downward arrows. On the bottom left, there are two small square buttons with left and right arrows. The field is currently empty.

Project Abstract

Project Abstract

Summarize the objectives and significance of the proposed research/creative activity for which Campus Research Board support is sought. Where relevant, situate the activity proposed for the funding period in relation to the larger project.

As of August 2010, the Campus Research Board began posting the abstracts of all funded Campus Research Board proposals. The Board hopes that this database will serve as one means of communicating the breadth of faculty research and also provide a way for faculty to locate colleagues with similar research interests.

Please limit the abstract to 200 words.

A rectangular text input field with a light gray border. On the right side, there are two small square buttons with upward and downward arrows. At the bottom, there are four small square buttons: a left arrow, a right arrow, and two empty squares.

Project Information

Project Information

Project Title

Please do not use “request for research assistant support” or “request for equipment” as a title.

Initial Funding Request

Is this application the initial request for Campus Research Board funding?

(If the applicant has requested prior support from the Research Board *for this project* – i.e., either declined or partially or fully funded – select “no.”)

Yes No

If Yes is selected the following question appears.

If this application is not a resubmission, but is similar to a project previously funded by the Campus Research Board, please explain how this project differs. [100 word limit]

If No is selected the following questions appear.

Please describe what phase of the project this application supports. [100 word limit]

Is this application a resubmission of a previously declined Campus Research Board application?

Yes No

If Yes is selected the following questions appear.

If you received reviewer feedback on your application, please describe how that feedback has been addressed in this resubmission. [200 word limit]

If your application was declined because of funding limitations or an especially competitive application round, please indicate here.

Managing Department/Unit

Please select the department/unit that will manage the award funding, if the application is funded.

Key Words

Enter up to five key words or phrases that can be used to identify the focus of the proposed research/creative activity.

Peer Reviewers

Enter the names of up to three campus faculty members qualified to give an objective peer review of the proposed activity. While it is fine for PIs to suggest faculty colleagues they know, those colleagues should not be directly involved in the proposed research. Listing an individual does not assure that person will be a reviewer.

Name	Net Id	Email	Details	Remove
Oliver, Cynthia	coliver	coliver@illinois.edu		
Find a person:		Name or NetId:	<input type="text"/>	

Project Start Date

Enter the date that the proposed activity is scheduled to start. For an on-going activity, enter the start date for this requested funding.

 Pick a date

Please note that funding is not retroactive: the project start date cannot be before the results release date associated with the submission deadline date of the application. Any awarded funds are available for use up to 18 months from the project start date. Applicants may also request one twelve-month extension. Justification for an extension must be received before the account expiration date. The justification must be sent to ovcr-researchboard@illinois.edu.

Project Involves

The PI must indicate if the proposed activity involves any of the following.

Does this application involve a request for student support (RA, graduate hourly or undergraduate hourly)?

Yes No

If Yes is selected the following question appears.

Please indicate how the requested student support furthers the PI's research/creative activities. How is their work related to the outcome of the proposed project? Please note that Campus Research Board is not intended to support progress toward a degree.

The PI is responsible for consulting with the relevant offices and meeting all requirements.

- Biological Hazards
- Biotoxins
- Human Animal Plant Pathogens
- Human Primate Cell Lines
- Human Subjects
- Recombinant DNA
- Vertebrate Animals

Proposal Narrative

Proposal Narrative

A proposal narrative sufficient for peer review is required.

The narrative should be no longer than 5 single-spaced pages, 12 pt. font.

The bibliography does **not** count toward the 5-page limit.

The narrative should clearly indicate the research/creative activity that would be supported during the requested funding period.

The narrative should also:

- Situate the activity proposed for the funding period in relation to the larger project, for applications in which the proposed activity is part of a larger effort.
- Indicate the objectives and significance of the proposed activity.
- Summarize the applicant's relevant previous work and/or work by others in the field and the contributions of the proposed activity.
- Describe how the objectives will be accomplished – include methodology and the roles of all personnel involved. In the case of student(s) (RA, graduate hourly, undergraduate hourly) involvement in the project, clearly explain the relationship of their work to the PI's research.

The narrative should make reference to all items, activities, and services included in the requested funding. Reviewers should be able to anticipate and account for what is requested in the budget and budget justification.

If the application is an equipment request to upgrade existing capabilities, the proposal narrative must include a complete description of at least one planned project utilizing the new equipment.

Attach Proposal Narrative

Publications List

Publications List

Publication lists are required for all investigators on a Campus Research Board application.

The list should include publications and/or performances and creative activities for the last **three** years.

Please do **not** upload a CV.

Investigators should upload their own publications list.

PI Publications List

Attach PI Publication List

Co-PI/s Publications List/s

Attach co-PI Publication List

Supplemental Information

Supplemental Information

Upload the following documentation here:

- Funding history: reviewer responses and priority scores (if applicable)
- Budget justification: publication subvention letter from publisher (if applicable)

Please do **not** upload CVs, article reprints, or book chapters.

Additional supplemental information is not required.

Attach Supplemental Documents