

2009 RESEARCH OPPORTUNITY INCENTIVE SEED FUND

UNIVERSITY OF FLORIDA OFFICE OF RESEARCH

The Research Opportunity Incentive Seed Fund provides funding for:

- *New, faculty-initiated research programs that are multi-/interdisciplinary and that have the expectation and a reasonable plan for becoming externally-funded programs at the University of Florida.*

Projects should be innovative, support institutional mission goals, have strong potential for garnering future funding from external sources, or have outstanding commercial potential. Opportunity Fund awards are not intended to support on-going projects -- **they should support new projects (not a supplement to current research) and/or new collaborative partnerships. The proposal must emphasize novel research.** To be competitive, proposals must be multi-/interdisciplinary and must involve faculty from at least two departments/units/colleges. Single-investigator proposals are not eligible. The proposal must be hypothesis-driven to be competitive. Proposals for equipment are allowed if the funds will be used for instrument development; opportunity fund awards are not to be used for the purchase of standard pieces of equipment.

Proposals may be submitted by any UF faculty member (PI) eligible to submit a proposal to an external funding agency (see [Policy on Eligibility to Submit Proposals: rgp.ufl.edu/research/handbook/researcher_handbook/section2.html](http://rgp.ufl.edu/research/handbook/researcher_handbook/section2.html)). Courtesy, Adjunct, Visiting and OPS faculty; Assistant In, Associate In, Senior Associate In; Research Associates; and Postdoctoral Associates are not eligible to be PIs on Opportunity Fund awards; they may participate as co-PIs or co-investigators.

SUBMISSION PROCESS

A two-step review process for the 2009 Research Opportunity Fund will be implemented:

- 1) To increase the participation and input of the colleges in the selection process, each college will select their best proposals through an internal screening process.
- 2) Proposals submitted to the Office of Research will undergo a uniform central scientific review by faculty panels.

The submission process includes a system of submission allocations for the colleges. The number of proposals submitted by each college is based upon the research success of each college in the previous fiscal year. **The maximum number of proposals allocated to each college for the 2009 competition is provided below:**

Total Awards Received	# Proposals Allocated	Colleges
< \$5M	1 per college	Business, Fine Arts, FLMNH, Health & Human Performance, Journalism, Law, Nursing
\$5M - 10M	2 per college	DCP, Pharmacy,
\$10 - 25M	3 per college	Dentistry, Education, Public Health & Health Professions, Veterinary Medicine
\$25 - 50M	4 per college	CLAS
\$50 - 75M	5 per college	Engineering
\$75 - 100M	6 per college	NA
\$100 - 150M	7 per college	IFAS
\$150 - 200M	8 per college	NA
\$200 - 250M	9 per college	Medicine

Please note:

1. The system of allocation determines how many proposals will be submitted to the Office of Research. There is no college-based allocation system for awards - these will be merit based, as recommended by faculty review panels. Panels will employ the primary/secondary/tertiary reviewer process.
2. The allocated number of proposals designates how many can be submitted by a college with its faculty members as PI. There is no restriction on the number of proposals submitted by colleges with faculty serving as co-PI.
3. The proposal allocations per college will be reviewed annually and adjusted based upon each college's extramural award performance in the preceding fiscal year.
4. The method and schedule by which each college selects their allotted number of proposals for submission to the Office of Research is at the discretion of the college. The deadline for submission of each college's Opportunity Fund proposals to the Office of Research is January 12, 2009.
5. The Office of Research will seek input from the colleges for nominations of faculty to serve on the review panels.
6. **All Opportunity Fund awards will be administered over a two-year period. No extensions will be allowed.**

FULL PROPOSAL GUIDELINES

(FOR SUBMISSION TO THE OFFICE OF RESEARCH)

Faculty interested in applying to the Opportunity Fund should contact their Dean's Office for information on their college's internal selection procedures and deadline. Each college's allotted number of proposals must be submitted to the Office of Research by 5 p.m. January 12, 2009, to opportunityfund@research.ufl.edu. Proposals should consist of the following materials in this sequence:

1. Cover Page (DSR-1 form). Completed and signed by the PI, Co-PIs, and their chairs and deans.
2. Abstract. Explain the rationale for the work to be accomplished in terms that can be understood by an "intelligent non-expert."
3. Project Description. Up to five (5) pages of text **MAXIMUM** describing the project. If proposals are longer than 5 pages, only the first 5 pages will be reviewed. The project description should be written such that it can be understood by an interdisciplinary faculty committee. PIs must keep in mind that their proposals are not being evaluated by a discipline-specific committee, but rather by an interdisciplinary one.
 - a. Project description to include the following: Specific Aims/Objectives, Background and Significance, Preliminary data (if applicable), and Research Design and Methods.
4. Literature Cited (maximum of 3 pages)
5. Participants. A list of the individuals to be involved and details of their participation.
6. A detailed budget and justification of expenses.
 - a. Budgets should not exceed \$100,000 for the entire project period; most awards will be for less.
 - b. The budget may include all normally allowable costs of research with the **exception of faculty salaries and indirect costs**. The percent effort of each participating faculty member must be included.
 - c. Budgets may be for a period of up to two years. Awards will be administered for up to two years and no extensions will be allowed.
 - d. A specific start date should be given (the earliest start date is May 1). **If no start date is specified, the Office of Research will assume a start date of May 1, 2009.**
7. Plans to obtain continuing external support for the project. Proposals must specifically list the sources of external support that will be pursued following the seed money provided by the Research Opportunity Incentive Seed Fund; and/or,
8. Description of the commercial potential, including a statement of potential market size and how the funding could increase the marketability of the technology.
9. Current, brief (maximum of 3 pages) Curriculum Vitae or resume of the Principal Investigator and each of the Co-PIs/Co-Investigators (NIH- or NSF-style biosketch suggested) and a list of their currently funded research with percent time commitment to each funded project.
10. Appendices, if necessary to support the proposal, should be brief (e.g., one reprint); please do not attach manuscripts or other lengthy documents.

Please keep in mind that proposals should be written in a manner appropriate for an interdisciplinary review panel.

Proposals must be emailed to the Office of Research (opportunityfund@research.ufl.edu); in Word or PDF format only; combine all files into ONE file (name file: 2009 OppFund_PI last name). Paper copies will not be accepted. Formatting requirements:

Single spacing; font size no smaller than 11 point; minimum 0.5 inch margins; tables and figure legends can be in 10 point. The DSR-1 form may be scanned and submitted as a separate file (or it may be faxed, delivered or mailed to the Office of Research). Please ensure that all Co-PIs sign the DSR-1 form as well as their chairs and deans.

Because these are internal awards, proposals should not be submitted to the Office of Research via the UF PeopleSoft system. They will be entered in PS if funded.

REVIEW PROCESS

Proposals submitted by the colleges to the Office of Research will be reviewed by faculty review panels. In addition, the UF Office of Technology Licensing will review those proposals with commercial promise. The faculty review panels will make recommendations to the Vice President for Research and a decision will be finalized.

DEADLINES

The deadline for RECEIPT of college proposals by the Office of Research is 5 p.m. Monday, JANUARY 12, 2009, via email to opportunityfund@research.ufl.edu.

NOTIFICATION OF AWARD

Every effort will be made to notify Principal Investigators of their award status by April 17, 2009.

EVALUATION

Funding success related to the Opportunity Fund award will be tracked. Annual reporting by the PI is required for three years after the termination of the Incentive Fund award.

QUESTIONS

Contact: Your Associate Dean for Research or Mary Vallianatos, Office of Research, mvallian@ufl.edu, 392-9270 (Fax: 392-9605; POB 115500).

(09-04-08)