



UNIVERSITY RESEARCH/CREATIVE PROJECTS AWARD (URCA)

Award Dates:
July 1, 2011 - June 30, 2012
Established and New Categories

GENERAL:

- URCA's are to retool or reestablish productive research/creative projects agenda. In areas where external funding is available, the URCA may be used as seed money to develop pilot data.
- Areas where access to external sources is limited may receive special consideration.
- Grants may be for up to \$4,500 awarded in two separate competitions: New - tenure-eligible faculty in their first or second year of probation to initiate research/creative projects, and Established - tenured faculty or probationary faculty in their 3rd (or more) year of probation.
- Proposals are reviewed by the Senate Faculty Support Committee.

ELIGIBILITY:

- Full time current tenured, tenure eligible and probationary faculty members of WSU are eligible; distinguished and endowed professors, as well as temporary and visiting faculty, are ineligible in can project role.
- A faculty member may receive only one of the following in a fiscal year: an URCA, an Award for Research/Creative Projects in Summer (ARCS), or a Multidisciplinary Research Project Award (MURPA),
- Faculty receiving URCA awards are ineligible in this competition for the following three years. If you receive an URCA this year, you will not be eligible to receive one until FY15

DEADLINES:

- The deadline for fully completed applications for both categories is **December 10, 2010 by 5:00pm in ORA.**

ALLOWABLE COSTS:

- Costs up to \$4,500 for salary and fringes of student/technical assistants, supplies, travel, equipment, duplication, and communication,
- Fees for health services provided to subjects involved in medical research (if the subject is part of the research/creative project plan) are acceptable.

- The need for each item should be explained clearly; the roles of student/technical assistants must be clearly defined.
- Costs **not** allowed include faculty salaries and fringes; materials readily available from the department; travel to present findings; course development; text book writing or typing; page review, and reprint charges; dissertation preparation; food/catering service; gift certificates/cards.
- Allowable costs must be incurred and processed during the grant period: July 1, 2011 - June 30, 2012.

CRITERIA FOR EVALUATION:

- Soundness and significance of the proposed research/creative project
- Validity of approach or methodology,
- Qualifications of applicant,
- Adequacy of resources and,
- Adherence to allowable costs,

AWARDS:

- Awards are made by the Associate Provost for Research from recommendations by the Faculty Support Committee and subject to availability of funds.
- Awards will be announced by mid-March 2011 to be effective no earlier than July 1, 2011.
- Due to the nature of the funds, no extensions will be allowed beyond 6/30/12.

FINAL REPORT:

- A final report with all data/manuscript(s)/product(s) generated is due in ORA on or before or September 1, 2012.
- The filing of the report is a precondition to any future award.

WHAT TO SUBMIT

PROJECT DESCRIPTION –

- The text needs to include enough detail about the project so that reviewers can assess the quality, feasibility and significance of the project.
- It should also be written in **plain language** and **limited to 5 pages**. Any page(s) exceeding the limitation will be removed before circulation to the reviewers.
 - Abstract. Provide a brief narrative in non-technical language describing the project, its overall goals and specific objectives, and the approach/methodology to be employed.
 - Background. Present the project to be addressed and the importance of the proposed project.
 - Methodology/approach.
 - Provide both a description of and a justification for the project.
 - For research projects, this might include design, sample size, measurement techniques, instrumentation and data analysis.
 - For creative projects, this might include an outline of the project, a sample of the material, a description of the plot and main characters, or evidence that the project reflects aesthetic investigation, e.g., slides, audio or videotape, written description.
 - Include a timetable for accomplishing specific tasks.
 - If student assistance is required, clearly delineate the activities of the faculty investigator and student.
 - Significance.
 - For research projects, describe the expected outcomes and their impact on current understanding, knowledge or practice.
 - For creative projects, describe the significance of the project both to a particular field and to the arts and humanities in general; include relevant information on galleries, events, judges, juries, etc.
 - For either type of project, describe how the project contributes to the applicant's professional development as a scholar.
 - Adequacy of resources.
 - Describe relevant experience, and what space, facilities and equipment are available.
 - Provide evidence for access to facilities elsewhere if necessary to carry out the proposed research/creative project.
 - For artistic endeavors, include information on galleries, events, judges/juries, etc.

- Planned proposal development. Indicate funding agencies identified for proposal submission upon completion of this project, and include a time schedule.

CURRICULUM VITAE –

- Limited to 3 pages.
- Include date and institution of terminal degree, publications, and/or creative projects for the past 10 years (in print or accepted).
- The vitae must delineate the applicant's role in multi-authored citations (e.g., primary author, secondary author, principal investigator, co-principal investigator, data collection, data analysis, director, choreographer, etc.).
- Any page(s) exceeding the limitation will be removed before circulation to the reviewers.

BUDGET –

- Submit a detailed budget with an explanation justifying the amount requested under each category. See "Allowable Costs" section above.
- Budget should be on a separate page from the Project Description.
- If Student or Technical Assistant salaries are budgeted, the appropriate Fringes must also be budgeted.
- If you do not know your Fringe Benefit rate, please see the FY11 Rate Sheet on the ORA Website. If you would like help with your budget, contact Denee' Clifford, denee.clifford@wichita.edu, ext. 5201.
- The cost of animal care, costs of disposal of radioactive wastes and hazardous wastes/biohazards must be included in the budget.

SUPPORT DOCUMENTS - Include support documents, as appropriate.

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(URCA)

Project Application

Please Check One

NEW TENURE-TRACK FACULTY
(Under 2 Years Service)

OTHER TENURE-TRACK
(Over 2 Years Service)

NAME _____ myWSU# _____ DATE JOINED WSU _____

RANK/TITLE _____ DEPARTMENT/COLLEGE _____

TITLE OF
PROJECT _____

AMOUNT REQUESTED _____ PROJECT PERIOD FROM _____ TO _____

Check appropriate box(es) if this proposal includes any of the items listed below. **The cost of animal care and costs of disposal of radioactive wastes and hazardous wastes/biohazards must be included in the proposal budget.**

Humans Animals Radioisotopes Biohazards

Prior URCA, ARCS, MURPA, or ULINK Grants:

YEAR _____ AMOUNT _____ TYPE _____

YEAR _____ AMOUNT _____ TYPE _____

YEAR _____ AMOUNT _____ TYPE _____

FINAL REPORT(S) FILED: YES NO

PROPOSALS TO OUTSIDE AGENCIES (Last 3 Years):

| TITLE (abbreviated) | AGENCY | DATE | AMOUNT | STATUS |
|---------------------|--------|------|--------|--------|
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If awarded, I agree to attend a pre-award meeting presented by the Office of Research Administration as a condition of the award.

APPLICANT: _____ DATE: _____

ENDORSEMENTS: (Chairs and Deans need to provide written evaluative judgments of the project as the reviewers place great emphasis on these comments).

CHAIRPERSON: _____ **DATE:** _____
Comments (use additional page if necessary)

DEAN: _____ **DATE:** _____
Comments (use additional page if necessary)