

## Proposal Enhancement Grant (PEG) Guidelines 2022 – 2023

APPLICATION DEADLINE: Monday, March 13, 2023, by 5:00 PM

AWARD NOTIFICATION: Friday, April 21, 2023

### PURPOSE and OVERVIEW

The Proposal Enhancement Grant (PEG) program is designed to help faculty develop competitive proposals for resubmission and increase the probability of securing external funding; to strengthen the resubmission proposal to aid an applicant who has received a positive review of their grant application but is not in a fundable range.

The PEG is not intended to be used in place of start-up funds, to initiate an entirely new research endeavor, or to fund research that has not been evaluated by an external funding agency.

While previous calls for the PEG applications allowed proposals for faculty to leverage currently funded external research to collect new data in support of a related, but separate, enhanced proposal for external funding; or to provide funding for equipment or operating expenses to demonstrate institutional commitment of an external proposal not yet submitted, these types of proposals will be deemed unresponsive to this call.

All decisions pertaining to funding are final and the Council reserves the right to recommend funding applications at any level up to the maximum (\$25,000).

The Research Council relies on faculty each year to assist in the review of grant proposals and recipients of the PEG agree to participate in this important endeavor.

GRANT AMOUNT: Maximum \$25,000 for a 12-month grant period.

### ELIGIBILITY CRITERIA

To be eligible, **applicants** must:

- Be a current USF faculty member who has not received a terminal employment contract
- Be a tenured, tenure earning, or hold a regularly renewable position that contractually requires independent research (see note 1)
- Have submitted final reports for all previous completed USFRI Internal Awards
- Be employed by USF in their current capacity during the entire term of the Internal Award (see note 2)
- Apply for no more than one Proposal Enhancement Grant in the current cycle
- Not submit the same scope of work for any other Internal Award in the current cycle
- Research Council Members are eligible to apply under the provisions established by the Council

**Note 1:** Non-tenure track faculty must submit a letter from their chair/director or dean confirming that the applicant is employed in a regularly renewable position, paid as a USF faculty member, expected to conduct independent research, and it is anticipated that the applicant will be regularly renewed.

**Note 2:** Faculty who leave the university or accept a position elsewhere during the term of the grant will forfeit the unspent portion of their grant.

ELIGIBLE PROJECTS are those that:

- Are related to an external research proposal that has received a positive evaluation but is not in a fundable range. This program will be targeted towards strengthening the grant application by providing funds that will allow the investigator to respond to feedback from the external review and to conduct additional work to prepare a more competitive grant application for resubmission.
- Will be submitted for peer-reviewed evaluation for external funding.
- Are highly responsive to the PEG evaluation criteria stated below.

SUBMISSION REQUIREMENTS:

The proposal plan (Form # 5) must include the following elements:

1. name of the external funding agency,
2. application deadline(s) for a resubmission,
3. the Review Panel Reviews or Review Panel Summary,
4. a description of how the PEG responds to the weaknesses identified in the reviews, and
5. a timeline for carrying out PEG activities

EVALUATION CRITERIA

The application requires documentation of the following and those that do not meet these criteria will be returned without review.

- Proposals must include the full review of the proposal as provided by the external funding agency. Priority will be given to applications that have a favorably reviewed initial submission. If available, information on how the original proposal ranked (e.g., percentile rank) and the current funding line for the external agency should be noted in the application. Including correspondence with a grant review officer regarding the likelihood of funding by the external agency with a resubmission is also encouraged.
- An explanation of how the Proposal Enhancement Grant will address the concerns raised by reviewers in the previous external review. The majority of the proposal plan should address how the PEG funds will lead to an enhanced proposal for resubmission. Competitive PEG applications will not simply reiterate material from the original proposal. See Form #5, Project Description. Proposals not including all the required points in the Proposal Plan will be deemed unresponsive to this call.

APPLICATION SUBMISSION PROCEDURES

If you do not receive email confirmation of receipt of your application within one week of sending it to the email address [rsch-internal-awards-program@usf.edu](mailto:rsch-internal-awards-program@usf.edu), please contact Judi Dorn at [rsch-internal-awards-program@usf.edu](mailto:rsch-internal-awards-program@usf.edu).

Questions regarding the forms or procedures should be directed to Judi Dorn, Internal Awards Coordinator, [rsch-internal-awards-program@usf.edu](mailto:rsch-internal-awards-program@usf.edu)

**Submit the proposal electronically:** Upload the MSWord application to your computer, fill it out, upload it to DocuSign as a PDF with all supporting documents as one document, route to obtain all signatures, and e-mail to [rsch-internal-awards-program@usf.edu](mailto:rsch-internal-awards-program@usf.edu) by the deadline.

**DEADLINE FOR RECEIPT is 5:00 PM** on the submission deadline date. Documents sent after 5:00 PM **will not be accepted.**