



January 23, 2023

To: Tenured (effective July 2023) Members of the Riverside Division of the Academic Senate

From: Weixin Yao, Chair  
Committee on Research

Re: Call for 2023-2024 Committee on Research Grants (CoR)

The submission deadline for all applications is  
**Monday, MARCH 13, 2023 - 11:59pm**

**NO LATE APPLICATIONS WILL BE CONSIDERED**  
**Applications must be written for a general Audience**

The application form must be filled out and submitted electronically to the Academic Senate. The application web address is:

<https://senate.ucr.edu/rsenate/grants>

If you experience problems logging in to the application, call the Academic Senate Office at x-22550 or email [senate@ucr.edu](mailto:senate@ucr.edu).

**Purpose:**

CoR grants are intended to provide seed funding to tenured faculty members to develop major new research projects, which are designed to receive extramural funding. Funds may be used for research-related travel, the purchase of research-related equipment and supplies, research assistance, and travel to professional meetings. Funds may NOT be used for summer salary or during periods of unpaid leave, course buy-out, and for memberships or professional society fees.

**Eligibility:**

The CoR grant program is administered by the Academic Senate Committee on Research. All Tenured members of the Academic Senate or whose tenure packages have been submitted are eligible to apply. Assistant Professors who apply for a CoR grant but do not receive tenure will not receive CoR funding. Some preference will be given to Associates Professors. This grant is competitive and awarded based on the quality of the application. Award amount, up to \$10,000, will vary based on the quality of application and budget availability.

**Guidelines:**

Please note the following guidelines.

1. Application for multiple grants may be submitted (e.g. Omnibus & CoR Grant) but if awarded a CoR grant of \$5,000 or higher, Omnibus funding application will not be considered.
2. CoR funds have to be spent within TWO fiscal years until June 30, 2024, (may be carried forward into the 2023-2024 fiscal year). Unused funds after June 30, 2024 must be returned to the Academic Senate.
3. Faculty members who received this award the previous year (2021-2022) are ineligible.
4. Faculty who received the award in 2021-2022 or earlier are eligible, provided they have submitted a satisfactory report.

**Application Requirements:**

The application must consist of the following two parts, each of which is uploaded as a separate file (attachment).

*\*Applications should be written for a general audience\**

1. The main body of the proposal, which should be a maximum of 4 single-spaced pages, in at least 11 point font, with 1 inch margins, should be understandable by a general academic audience that may be in a completely different field of study. The main body of the proposal should be divided into the following sections:
  - a. Introduction - an introduction should include statement of justification and explanation of the significance of the project and a synopsis of relevant background information, and if available, relevant preliminary data.
  - b. Objectives - a statement of objectives.
  - c. Approach - an outline of the approach(es) to be used in the research.
  - d. Relevance to current or planned research - a concise statement indicating how the proposed activities relate to the applicant's current and planned research program, as well as the anticipated contribution of the research program to the applicant's field of research.
  - e. Relevance to an extramural grant application - a statement regarding how data or other materials generated with CoR funding will drive an extramural grant proposal.
2. Supporting documentation, which is NOT counted in the 4-page limit to the text of the main body of the proposal. This second attachment should include the following sections, combined into one file for uploading:
  - a. As appropriate, a bibliography/list of references cited.
  - b. An itemized budget and a succinct budget justification narrative.
  - c. A concise (maximum 2 page) *curriculum vitae*.
  - d. A table of the applicant's current and pending extramural funding, including project title, granting agency, dates of award, amount of award, and the applicant's share of each award. This page should also contain a

concise explanation of how the proposed project differs from research currently supported by extramural funds.

**\*\*Only PDF files will be accepted\*\***

\*Applications that DO NOT meet the length and formatting instructions will not be considered.\*

**Reporting Requirements:**

Recipients are required to submit a brief (1-2 page) report describing the research accomplishments, publications, and/or other benefits obtained with the support of the grant including the amounts of any extramural funding the award facilitated. The report should be submitted as an e-mail attachment to [senate@ucr.edu](mailto:senate@ucr.edu). The report should include evidence of the submitted extramural grant application (including amounts requested and received), or an explanation as to why a grant proposal has not been submitted. Reports are necessary to justify future intramural funding. For this purpose, the committee needs to document publications (published or in preparation) and grants/fellowships applied for and/or received as a result of the CoR Grant. Recipients who do not fulfill these reporting requirements will be ineligible to apply for a CoR Grant until the report has been accepted.

**Report Deadline: February 1, 2025**

**Reporting Template:** <https://senate.ucr.edu/about/forms>

**Application Submission Checklist:**

1. \_\_\_\_\_ The main narrative of the grant is a maximum of 4 single spaced pages, in at least 11 point font, with 1 inch margins.
2. \_\_\_\_\_ All required sections of the narrative, including introduction, objectives, approach, relevance to current or planned research, and relevance to an extramural grant application, are included.
3. \_\_\_\_\_ All required documentation, including bibliography, budget and budget justification, CV, and current and pending funding, are included.

**22-23 Funding Amounts:**

Score	Amount
3	\$9,000
2.5	\$7,000
2	\$5,100

Funding Statistics: [https://senate.ucr.edu/grants/funding\\_statistics](https://senate.ucr.edu/grants/funding_statistics)

### **Review & Scoring Framework:**

Each Application will be reviewed by 2 committee members. One member from (CHASS, SOE, SPP) and one member from (CNAS, BCOE, SOM). Reviewers assign a score based on the following themes:

- How well written is the proposal for a non-expert and how significant and impactful the research seems.
- How appropriately the funds will be spent and request for funds that would otherwise be unavailable.

Ranking:

3 – Excellent / Highest Priority for Funding

2 – Good / Potential Fund

1 – Poor / Unlikely to fund

0 – Incomplete / Not understandable