



PROVOST'S RESEARCH FUND

GUIDELINES FOR DEAN FUNDING REQUESTS

BACKGROUND

The Provost's Research Fund is supported through Facilities and Administrative (F&A) costs recovered on sponsored project awards. The fund's purpose is to support growth in the University's sponsored research portfolio. The table below reflects the number of new awards and amount of funding secured during Fiscal Year 2023 that will be used as a baseline for measuring growth in academic units.

FY 2023 Sponsored Project Funding by College		
College	Number of Awards	Total Funding
Business	0	\$0
Education and Applied Human Sciences	10	\$1,456,909
Health Sciences	7	\$2,121,071
Justice, Safety, and Military Science	3	\$871,406
Letters, Arts, and Social Sciences	7	\$862,166
Science, Technology, Engineering, and Mathematics	19	\$824,115
Libraries	0	\$0
Other	23	\$20,562,716

FUNDING GUIDELINES

Deans of the six academic colleges and University Libraries are eligible to submit requests for funding from the Provost's Research Fund. A total of \$30,000 has been allocated for distribution in Fall 2023 to support college-level initiatives that will lead to additional external funding awards.

Deans may request funding to support start-up equipment or supplies for new faculty, preliminary research for tenure-track faculty, and other purposes that align with a college's research priorities and that facilitate the pursuit of new external funding awards. There is no limit to the amount of funding each dean may request, but requests must be reasonable in relation to the total amount of funding available. Initiatives that support tenure-track faculty and students will receive priority in funding decisions as shown in the scoring rubric.

APPLICATION PROCESS

To apply for funding through the Provost's Research Fund, each dean will submit a written narrative of up to one single-spaced page for each request. Each request should be limited to one initiative, and deans may submit up to three separate requests. The narrative for each funding request must address the criteria outlined in this section and use the headings provided.

Initiative Description

Describe the initiative for which funding is requested and explain how the proposed initiative will facilitate the college's success in securing new external funding awards. Identify the initiative's goals and provide a timeline of activities. Explain when and how success will be measured.

Impact

Explain how the proposed initiative will benefit new or existing tenure-track faculty in the college as they seek to build research programs and pursue external funding and/or how the proposed initiative will benefit ECU students, including through involvement in current or future sponsored research opportunities.

Cost

Identify how much the proposed initiative will cost and describe the expenses that will be involved. A detailed budget breakdown is not required. If the college will contribute funds toward the initiative, explain how and to what extent.

REVIEW PROCESS

For Fall 2023, a committee of three faculty who were project directors on grants that recovered F&A during FY23 will serve as reviewers. Funding requests will be independently scored by committee members who will then meet to discuss requests and make final funding recommendations for the Provost's review.

Scoring Rubric			
Criterion	3	2	1
Impact (35%)	The initiative will significantly benefit one or more tenure-track faculty in establishing research programs at the University and pursuing external funding or the initiative will significantly benefit ECU students, including through involvement in current or future research opportunities.	The initiative will minimally benefit one or more tenure-track faculty in establishing research programs at the University and pursuing external funding or the initiative will minimally benefit ECU students, including through involvement in current or future research opportunities.	The initiative will not benefit tenure-track faculty in establishing research programs at the University and pursuing external funding or will not benefit ECU students, including through involvement in current or future research opportunities.
Enabling Potential (30%)	The initiative will directly support or is otherwise expected to have a significant positive impact on the competitive pursuit of	The initiative will not directly support but may have a positive impact on the competitive pursuit of new external funding	The initiative will not directly support and is not expected to have a positive impact on the competitive pursuit of new external funding

	new external funding awards within the college.	awards within the college.	awards within the college.
Feasibility (20%)	The initiative is feasible with a realistic timeline for activities and a plan for measuring the initiative's success in increasing faculty and student engagement in sponsored research.	The initiative has limited feasibility, lacks a realistic timeline for activities, or does not include a plan for measuring the initiative's success in increasing faculty and student engagement in sponsored research.	The initiative is not feasible, lacks a realistic timeline for activities, or does not include a plan for measuring the initiative's success in increasing faculty and student engagement in sponsored research.
Cost Effectiveness (15%)	The funding request demonstrates cost effectiveness and is reasonable for the proposed initiative.	The funding request demonstrates limited cost effectiveness or limited reasonability for the proposed initiative.	The funding request does not demonstrate cost effectiveness or is not reasonable for the proposed initiative.

REPORTING REQUIREMENTS

Deans will be required to report annually on the use of funds and the impact on faculty, students, and sponsored project growth within the college. Prior success will be considered as a scoring criterion in future funding requests from the Provost's Research Fund.

TIMELINE

Applications must be submitted [online](#) by Wednesday, November 1, 2023. The review process will occur over the following two weeks with the committee of faculty reviewers making funding recommendations to the Provost by Wednesday, November 15, 2023. Deans will be notified of funding decisions by Monday, November 20, 2023. All funds must be spent by June 30, 2024, and purchases are subject to deadlines for fiscal year closing.

CONTACT

Technical questions about the application process may be addressed to Tiffany Hamblin in the Office of Sponsored Programs.