CESS Innovation Grant Program (Internal)
September 13, 2022

Overview

The College of Education and Social Services offers four *internal* grant programs for faculty. Funds are expected to promote innovation during the 2022-2023 academic year and summer 2023 months. Eligibility includes full-time faculty (all ranks), or proposals involving faculty, staff, and students with faculty serving as key personnel and Principal Investigator/Lead Applicant. Proposals may be submitted at anytime. The CESS Research Grants, the Global Seed Grants, and the Boost Grants will be reviewed after October 10, 2022 and again after February 6, 2023. The CESS Academic Innovation Fund will be reviewed after January 23, 2023. Each of the four grant programs are detailed below.

Grant Application Submission and Review Procedures

- Questions about the grant programs should be addressed to Associate Dean Kieran Killeen. Budget development questions should be addressed to Kunie Renaud.
- Prior to submission, please discuss your proposal with your Department Chair or Director to both convey your initiative and receive their support for your activity. Their support is particularly necessary if there are workload implications.
- Prepare your proposal narrative by attending to the required content of each grant proposal. The proposal narrative and required vitae for key personnel must be submitted as a PDF. The project budget should be included in the proposal narrative, either embedded in the text, or as a final page of the narrative.
- Complete proposals should be submitted using the online submission system available at this URL: https://forms.office.com/r/M4CSf8VQh9
- Each proposal will be scored by a three person committee. Proposals may be funded, partially funded, invited to resubmit, or not funded. Determinations will be made as quickly as possible, or within 21 days of the specific grant program deadlines.
- All funded proposals are required to submit a one page final report and summary of activity on or before September 15, 2023.

CESS Research Grants: OPEN

Award Amount	Competitive. We expect to fund proposals in the $500-$4000 range, pending availability of funds ($16,000).
Timeline	• Proposals may be submitted at any time. Proposal reviews will begin on October 10, 2022 and again on February 6, 2023; Notifications will be provided within 21 days. Funds must be expended by August 31, 2023. Requests for no-cost extensions (up to 3 months) must be made by May 15, 2023.
Research Grant Goals	• Support or seed research endeavors, including research production and/or dissemination services (e.g., software, editorial assistance, copyediting, publication fees, data collection, data preparation, data analysis, and/or conference presentations); • Support projects that are highly likely to result in at least one application for extramural grant support and/or at least one peer-reviewed scholarly publication. • Support research contributing to a faculty member's advancement as a scholar and to the advancement of diversity, equity, and inclusion initiatives in the College. • Support research activity not otherwise covered by current external awards, professional development funds, start-up funds, or other CESS or university funds. • Support scholarship aligned with CESS's DEI and Strategic Plans and commitment to being: 1) family-centered, 2) community-based, 3) culturally competent, and 4) collaboratively engaged.

Required Content & Application Procedures

Proposal Narrative: Required Content	*Overview and Significance of Research Program (1 - 2 pages)* • Describe how project addresses the goals listed above. • Provide a rationale for how the proposed research program would contribute to an existing • knowledge base/previously published studies. • Describe how the proposal aligns with our CESS DEI Plan and at least one of the four Pathways in the CESS 2017-2022 Strategic Plan. • Provide a detailed plan for grant application and publication that includes anticipated funding sources and publication outlets. *Questions and Method (1 - 2 pages)* • Articulate proposed research questions, design and methods. Specify steps to be taken to ensure quality and fidelity to your chosen methods. *Goals/Activities/Timeline (1/2 page)* • List key research goals and activities (including plans for obtaining IRB approval, if needed) and a timeline for completion of proposed activities. • If funds will be used to support research production and/or dissemination, describe plan for contracting services. *Key Personnel (1/2 page)* • Identify Principal Investigator/Lead Applicant and other key personnel. • List roles and responsibilities of all key personnel. *Evaluation Plan (1/2 page)* • Describe indicators/metrics of success in relation to goals and activities, including the number of anticipated publications and applications for funding. These must be addressed in the final report. *Budget (use budget template provided by business manager)* • List and justify expenditures by category (staffing, graduate student support, supplies, equipment, consultant, travel, matching funds from other funding sources, etc.). Please contact your Department/Center's business manager for assistance with budget development. *Vitae* • Include updated/brief CVs for all key personnel involved in the proposed program.

CESS Global Seed Grants: OPEN

Award Amount	Competitive. We expect to fund up to four high quality proposals for a maximum of $2500 each, pending availability of funds ($10,000).
Timeline	Proposals may be submitted at any time. Proposal reviews will begin on October 10, 2022 and again on February 6, 2023; Notifications will be provided within 21 days. Funds must be expended by August 31, 2023. Requests for no-cost extensions (up to 3 months) must be made by May 15, 2023.
Global Seed Grant Goals	- Provide seed funds for global research, teaching and/or program development. - Support long-term development of international initiatives aligned with CESS's DEI and Strategic Plans and commitment to being: 1) family-centered, 2) community-based, 3) culturally competent, and 4) collaboratively engaged. - Encourage development of global partners in research, teaching and/or program development with the potential for long-term connections to CESS that contributes to the advancement of goals related to DEI and global engagement.

Required Content and Application Procedures

Proposal Narrative: Required Content	*Overview and Significance of International Seed Grant (1 -2 pages)* - Describe how proposal addresses the goals listed above. - Describe the nature of the activity to be completed and how funds will be used in relation to future research, teaching and/or program development. - Describe how the proposal aligns with our CESS DEI Plan and at least one of the four Pathways in the CESS 2017-2022 Strategic Plan. - Explain why support for this project cannot be fully funded through professional development or other college or university funds. *Goals/Activities/Timeline (1 page)* - List key goals and activities (including preparation for international work) and a timeline for completion of proposed activities. *Key Personnel (1 page)* - Identify Principal Investigator/Lead Applicant and other key personnel. - List roles and responsibilities of all key personnel. *Evaluation Plan (1/2 page)* - Describe indicators/metrics of success in relation to goals and activities. These must be addressed in the final report. *Budget (use template included in proposal packet)* - List and justify expenditures by category (staffing, graduate student support, supplies, equipment, consultant, travel, matching funds from other funding sources, etc.). Please contact your Department/Center's business manager for assistance with budget development. *Vitae (Appendix)* - Include updated/abbreviated CVs for all key personnel involved in the proposal.

Award Amount	Competitive. We expect to fund high quality proposals between $500- $1,000 each, pending availability of funds ($5000).
Timeline	• Proposals may be submitted at any time. Proposal reviews will begin on October 10, 2022 and again on February 6, 2023; Notifications will be provided within 21 days. Funds must be expended by August 31, 2023. Requests for no-cost extensions (up to 3 months) must be made by May 15, 2023.
Boost Grant Goals	• Support travel, program development, teaching, and/or research activities not otherwise covered by professional development funds, start-up funds, or other CESS or university funds. • All proposals must be in close alignment with CESS's DEI and Strategic Plans and commitment to being: 1) family-centered, 2) community-based, 3) culturally competent, and 4) collaboratively engaged.

Required Content and Application Procedures

Proposal Narrative: Required Content	*Overview and Significance of Request for Boost Grant Funds (1 page)* • Describe how proposal addresses the goals listed above. • Describe use of funds and provide a rationale for how funds will enhance scholarship, program development, teaching, professional skills, etc. • Describe how the proposal aligns with our CESS DEI Plan and at least one of the four Pathways in the CESS 2017-2022 Strategic Plan. • Describe how the proposal will enhance program, department and/or professional goals. • Explain why the activity requires support beyond time and/or resources available through the applicant's workload, professional development funds and funds available through extramural funding. *Goals/Activities/Timeline (max. 1/2 page)* • Bulleted list of goals and activities and a timeline for completion. *Key Personnel (max. 1/2 page)* • Identify Principal Investigator/Lead Applicant and other key personnel. • List roles and responsibilities of all key personnel. *Evaluation Plan (1/2 page)* • Describe indicators/metrics of success in relation to goals and activities. These must be addressed in the final report. *Budget (use template included in proposal packet)* • List and justify expenditures by category (staffing, graduate student support, supplies, equipment, consultant, travel, matching funds from other funding sources, etc.). Please contact your Department/Center's business manager for assistance with budget development. *Vitae* • Include updated/brief CVs for all key personnel involved in the proposed program.

Award Amount	Competitive. We expect to fund 3 high quality proposals for ~$7500 each pending availability of funds ($20,000).
Timeline	• Proposals may be submitted at any time. Proposal reviews will begin after January 23, 2023. Notifications will be provided within 21 days. • Funds must be expended by August 31, 2023.
Academic Program Innovation Grant Goals	• To support the development of new and innovative curricular programs (e.g., new majors, minors, certificates, or degree programs) or proposals to significantly revise an existing program; • To promote enrollment growth by aligning new curriculum with new student audiences; • Support innovation aligned with CESS's DEI and Strategic Plans and commitment to being: 1) family-centered, 2) community-based, 3) culturally competent, and 4) collaboratively engaged; • Promote curriculum and program innovation that reflects current research and practice and contributes to the advancement of diversity and cultural competence in the College; • Promote innovation in course format and delivery (e.g., on-line and hybrid delivery at the program level).

Required Content and Application Procedures

Proposal Narrative: Required Content	Overview and Significance of Program Innovation Project (1 - 2 pages) • Describe how project addresses at one or more of the goals listed above. • Provide a rationale for how the proposed program innovation will enhance your existing curriculum and program and lead to sustainable, long-term advancements in programming. • Describe how the proposal aligns with our CESS DEI Plan and at least one of the four Pathways in the CESS 2017-2022 Strategic Plan. • Explain why effort toward the innovation requires support beyond time and/or resources available through the applicant's workload and/or professional development activities or other funding available through the college or university. Goals/Activities/Timeline (1 – 2 pages) • Describe goals and activities associated with the project, and a timeline for completion of activities. • Provide a plan and timelines for course /program approval or other processes needed to operationalize the innovation you are envisioning (e.g., Courseleaf applications, approval from the CESS Curricular Affairs Committee and/or Faculty Senate, SOC deadlines, marketing by CESS or PACE, etc.) • Describe any technical support needs that may be required (e.g., support for transition to on-line/hybrid delivery). • Describe indicators/metrics of success in relation to goals and activities. These must be addressed in the final report. *Budget (use template included in proposal packet)* • List and justify expenditures by category (staffing, graduate student support, supplies, equipment, consultant, travel, matching funds from other funding sources, etc.). Please contact your Department/Center's business manager for assistance with budget development. *Vitae* • Include updated/brief CVs for all key personnel involved in the proposed program.