



JAMES M. JEFFORDS CENTER

Signature Awards Program 2010-2011 Award Guidelines

Mission

The mission of the Jeffords Center is to promote successful public policy research in education, health care, the environment and government. Through rigorous, scientifically based research and evaluation, education, training and outreach, the Jeffords Center will enhance the overall well-being and educational success of our nation's youth, and support the public's efforts to address complex and challenging issues in education, health, the environment and government. In doing so, the Center will develop the capacity of individuals and organizations to address significant and emerging issues.

Eligibility Criteria

The James M. Jeffords Signature Awards Program is now accepting proposals. Students, faculty, and external entities for policy, education, and research can apply for a Signature Award in various amounts (up to \$50,000), to support policy research and education programs that will forward the Jeffords Center's mission.

Funding Guidelines

Through signature awards, the Jeffords Center at UVM seeks to support the development of effective solutions to policy challenges. Funding requests should nest within one of the Jeffords Center signature areas, and include a plan for sustainability.

Signature areas

Support is available for policy research and education programs in our signature areas of education, health care, environment and government. Research and development activities in the biological and physical sciences are ordinarily outside the scope of Jeffords Center funding. Individual researchers in these areas may however, be part of a multi-disciplinary team that will disseminate the work to a policy community.

The Jeffords Center will not provide support for proposals that do not address the policy issues that are central to the mission of the Jeffords Center.

Sustainability

Jeffords Center base funding for signature awards is limited by the conditions of its own base funding from the Fund for the Improvement of Education at the U.S. Department of Education. This base grant funding ends in 2013. In addition, as a federally funded center, Jeffords funds cannot be used for matching other federal grants. The best Signature Award requests will be designed to use the Jeffords Center funding to prepare to seek secondary sources of funding. The Jeffords Center funds may be used to design and carry out research that clearly demonstrates the capacity of the faculty associated with the Center to continue funding with a subsequent grant. It is the Center's expectation that faculty members engaged in Center funded projects will apply for funds to external agencies that lead to sustainable funding for at least one additional grant cycle. In addition, Jeffords has limited non-federal funding available for the generation of proposals to both public and private agencies.

Scholarly Products

Each Signature Award should result in at least one scholarly product, such as a book, a peer-reviewed journal article, or a conference presentation. Products should be described in specific terms, including the names of journals and dates of professional meetings. Plans should be realistic and commensurate with the research plan. For example, it would be appropriate to report the results of an exploratory pilot study in a conference paper, but most likely it would not make sense to submit such a paper to a high-impact journal.

Graduate Fellowships

In FY 2012 and 2013, the Center anticipates funding one graduate fellowship to support a student working in support of each Signature Award. These funds will include varying amounts of direct support while covering up to 10 credit-hours in tuition. If you expect to support one or more graduate students in connection with your signature award, please include the student's name, department, and a description of the student's role in the project.

How To Apply

Your application should include the following information:

1. Application Cover Sheet
2. One page summary outlining the proposal including specific amount requested, policy issue addressed, the anticipated use of funds and the project timeline.
3. Proposal narrative (not to exceed 5 pages) including:
 - a. Brief description of the person and organization applying and qualifications for undertaking the project (attach CV)
 - b. The background to the project or the problem being addressed
 - c. The project goals
 - d. Relation of the proposed project to the Jeffords Center mission and signature areas
 - e. The population served, and the importance of serving that population
 - f. Policy issue being addressed
 - g. Measures of project outcomes and impact on policy
 - h. Plan to sustain funding

- i. Nomination of at least 3 external reviewers who are qualified to review the proposal but have no conflict of interest with it.
 - j. Dissemination plan, specifying the expected products and outlets for publication.
4. Financial Information
 - a. Detailed project budget. Be sure to include fringe benefits in salary figures.
 - b. Project budget narrative. Summarize the basis for estimated costs.
5. Project Timeline, including major activities, reporting dates, and products.

How we evaluate applications

To assist you in understanding our decision-making, here are the considerations

Mission Fit – How does the project advance the Jeffords Center mission and priorities

Likelihood of success:

- Does the research affect policy?
- Are the objectives clear and realistic
- Is there a plan for future sustainability? Are specific sources of future funding clearly identifies?
- Are the project objectives measurable and clearly understood?
- If successful is the project impact significant?
- What is the likelihood that the scholarly products will be completed, and that the results will be publishable?
- Have qualified external reviewers vetted the proposal and found it worthy of support?

Fiscal Strength:

- Does the application explain how the requested funds are to be used?
- External Organization applications will also be reviewed on the following:
 - What is the financial status of the organization?
 - Does the organization have a track record of effective fiscal management?
 - Are the organization's interests compatible with the missions of the Jeffords Center and the University of Vermont

Application Submission

Completed applications should be submitted electronically to Jeffordscenter@uvm.edu

Questions

Please contact the Jeffords Center at 802-656-3161, or Jeffordscenter@uvm.edu

Jeffords Center Signature Award Cover Sheet

Name of Applicant:

Mailing Address:

Phone #:

Email address:

☐ UVM Student

Department:

Degree Program:

Advisor:

☐ UVM Faculty

Department:

☐ External Entity

Organization:

Contact Person/title:

Project name:

Short description of the purpose of your project:

Which Signature Area does your project address?

☐ Educational Policy ☐ Health Policy ☐ Environmental Policy ☐ Government Policy

Dates of the project:

Project Budget:

Total Project Cost:

Award Requested:

Jeffords Center Funds will be used as Matching Funds ☐ Yes ☐ No

If yes, please provide details regarding the other funding source

Project Budget Narrative Overview:

Jeffords Center Signature Award Application

Project Budget Detail

Revenue	Detail	Amount	In-Kind	Pending or confirmed?
Jeffords Center Award Request				
Fees for project services				
Other Foundation Grants (please itemize)				
Individual Contributions				
Government Funds				
Other (please specify)				
Total Revenue				

Expenses	Detail	Amount	In-Kind
Payroll			
Benefits			
Consultants/contractual			
Printing/copying			
Postage			
Office Supplies			
Equipment			
Telephone			
Occupancy (rent, utilities)			
Other			
Overhead			
Total Expenses			

If totals for revenue and expenses do not equal, please explain.