Clean Energy Fund Innovation Research Project Proposal – Graduate Students

The Clean Energy Fund (CEF) was created in response to students’ vision of the University of Vermont (UVM) running efficiently on a fraction of its current energy needs, powered by clean, locally produced renewable energy that fulfills both the University’s needs and supports the local economy. Details of the Fund, its Mission and Administration are described here. One of three CEF funding mechanisms is Innovation Research. The Graduate College solicits applications from Graduate Students for CEF Innovation Research Projects. **Deadline for receipt of applications is March 27, 2017 at 4 pm.**

**Eligibility**
UVM graduate students with minimum half-time enrollment status in the academic year are eligible to apply for CEF Innovation Research funds. Students must be in good academic standing; the Graduate College will review applicant’s academic record. Proposals that require facilities and/or expertise of UVM faculty, staff or administration must include appropriate letter of support.

**Amount and Duration**
For the current solicitation, the total budgeted amount for the CEF Graduate Innovation Research Program is up to $100,000, with budget ranges from $1,000 to $30,000 considered. Funds will be available May 15, 2017, and must be expended by August 31, 2019, or by the student’s graduation date, whichever is first.

**Review Process**
Proposals will be vetted by the Graduate Executive Committee in consultation with the Executive Council of the Graduate Student Senate and forwarded to Socially Responsible Investing Advisory Council (SRIAC). The SRIAC will solicit input and make recommendations to the Vice President for Finance, who will make final funding decisions. Successful applications will represent innovative ideas that align with the mission of the CEF and UVM, be feasible within the proposed budget and include all necessary regulatory approvals and/or evidence of collaboration and availability of facilities as needed.

**Award Conditions**
Graduate students accepting CEF Innovation Research awards must comply with all applicable procedures and regulations. At the end of the award period, successful applicants will report their activities and accomplishments to the Dean of the Graduate College and the SRIAC, who will post results on their respective websites.

The CEF Innovation Research award will be acknowledged in all publications and presentations and, as appropriate, in applications for further funding.

Updated February 2017
APPLICATION INSTRUCTIONS

The complete application must be submitted as a PDF emailed to Hannah.Helme@uvm.edu. No paper submissions will be accepted.

Graduate Student Innovation Research Awards will range from $1000 to $30,000 and may include up to $5,000 for applicant wages.

The application should consist of:
1. Cover/Signature Page
2. Detailed Budget
3. Descriptive Proposal with Abstract
4. IRB, IACUC, IBC, etc. checklist (attach documents as appropriate)
5. Letters of Support as needed for access to facilities or expertise.
6. Brief description of the relationship, if any, of the project to your graduate studies project, thesis, or dissertation. Letter from advisor required if there is overlap.

1. COVER PAGE (typed)

Applicant’s name and Graduate Program: Include date entered graduate program and expected graduation term.

Title: A brief, clear, specific description of the subject of research. The title, by itself, should give a clear indication of what the project is about.

Duration of Project: Specify time period up to two years (must not continue past student’s expected graduation).

Budget: Only totals for each major category are required here. Round to the nearest dollar.

Signatures: Must be signed by both the student and the student’s graduate program director. Include typed name of the program director. Unsigned applications (or applications lacking a cover page) will not be considered.

2. DETAILED BUDGET

This budget page should include a list of the major items within the following categories: wages, consumables, equipment, services, and subject payments. Round to the nearest dollar. Provide a justification for expenses in each category. Also list any other sources of support (e.g. other grants, mentor support, etc.).

Note that wages for the applicant are limited to $5,000 plus fringe. Student wages for undergraduate or graduate students to conduct the research are allowed as needed. No funds for faculty salaries are allowed.
3. DESCRIPTIVE PROPOSAL (maximum length: 5 single-spaced pages, excluding references)

This description should consist of the following sections:

- **One Paragraph Abstract**: A brief description of the work and statement focusing on the importance of the proposed research to the mission of the Clean Energy Fund.

- **Body of Proposal**: Describe the research project and its relationship to the CEF mission. Include methods and design of the project, and collection, evaluation and interpretation of data. Describe the timeframe of the project. Equipment and facilities available for the research should be noted.

- **Literature Cited**: not included in the 5-page limit.

4. IRB, IACUC, IBC, etc. CHECKLIST (check all that apply):

- Animals, animal tissues or cells
- Biological or Infectious materials including:
  - Virus, Bacteria, Parasite
  - Recombinant DNA
  - Bloodborne pathogens
- Chemicals, compressed gases, Controlled substances or Select Agents
- Electrical, hydraulic and other high energy systems
- Farm and Animal or Field and Vehicle hazards
- Human subjects
- Human derived materials/tissue cultures, cell lines, or blood
- Ionizing radiation or Lasers
- Isotopes
- Nanoparticles
- Noise
- Non-native/Invasive species
- Shipping, receiving, and/or transporting hazardous materials, including samples in chemical solutions
- Water, diving, and boat hazards

If you checked any of the above, do you already have the necessary IRB, IACUC, IBC, Environmental Safety Training, or other necessary approvals?

If yes, then attach the approval that clearly indicates your name as part of the protocol or the date and type of training.

If no, then attach an explanation of where you are in the process.

*Note: NO funding will be given prior to the receipt of the necessary approvals.*
5. LETTERS OF SUPPORT

Provide letters of support as needed for access to facilities or expertise of UVM faculty, staff or administration.

6. RELATIONSHIP TO GRADUATE WORK

Describe the relationship, if any, of the proposed research to your scholarship for your master’s thesis or project or doctoral dissertation or project. If the CEF Innovation Research project is directly part of your graduate project, thesis or dissertation, provide a letter from your graduate advisor indicating that the project was developed by you and the proposal written entirely by you.

Note that if you are funded by a graduate assistantship, and your application for the Innovation Research award is successful, you will be required to complete the Additional Work Form found on the Resources for Students page of the Graduate College website to receive any additional wages.

QUESTIONS – Contact the Dean of the Graduate College: Cynthia.forehand@uvm.edu

For examples of previously funded projects, please see pp. 8-9 of the following report. Note that faculty research has been funded in the past; however, the Innovation Research Projects going forward are for graduate or undergraduate students and managed by the Graduate College or the Honors College, respectively.