

NEW FACULTY RESEARCH PROGRAM 2017-2018 GUIDELINES

Proposal Submission Deadline: Monday, November 6, 2017 at 5:00 PM

Submit 1 (one) Signed Original to Division of Research by emailing it to newfacultyresearch@share.uh.edu.

Description

The New Faculty Research Program has been developed to aid faculty who wish to initiate research for the first time and who have not had previous support, exclusive of that as a student or a postdoctoral fellow.

Grants up to \$6,000 will be awarded to individual faculty members, as part of the University of Houston efforts to support research and scholarly activity that constitute an integral part of the University's instructional program. Scholarly activity includes disciplinary equivalents in the performing and creative arts.

Eligibility

The following criteria must be satisfied for a faculty member to be eligible for the New Faculty Program.

- Academic rank of instructor or research assistant professor employed full-time or assistant professor in a permanent, tenure-track position on the University of Houston campus prior to the effective date of the New Faculty Research Program award.
- Terminal degree at the time the grant period is scheduled to begin or the filing of letter by the candidate's dean with the University of Houston' Research and Scholarship Committee stating that all requirements for the degree have been met by April 15.
- No more than three years' service after the receipt of the terminal degree

1. In a tenure track position at the time the grant period is scheduled to begin; and/or
2. In a role in which research and publication activities are normally expected at the time the grant period is schedule to begin.

Note: Postdoctoral studies are not to be included in calculation of years of service.

- No Application containing more than one principal investigator will be accepted.

Proposers should note the following:

- Applicants should not have start-up funds exceeding \$50,000 (does not include renovations or personnel costs).
- The recipient is required to continue on the University faculty the following year and be at University of Houston. Exceptions must be approved by the Research and Scholarship Committee.
- Applicants may submit only one proposal during each program announcement. Previous awardees are not eligible to apply to the New Faculty Research Program.
- If faculty member receives a New Faculty Research grant and, subsequently, is notified that outside funding has been awarded for a project to be carried out during the summer of his or her grant, the faculty member must relinquish the New Faculty Research award.
- Those who apply for a New Faculty grant cannot also apply for Small Grants Program.

Type of Support

Funding not to exceed \$6,000 may be requested, and may include up to two months of summer salary plus research-related expenses. All research expenses should be justified.

Support for institutional development activities will not be given.

All expenditure of funds must comply with State of Texas guidelines.

Application Deadline

APPLICANT MUST SUBMIT ONE (1) SIGNED ORIGINAL OF THE COMPLETE PROPOSAL TO THE DIVISION OF RESEARCH by emailing it to newfacultyresearch@share.uh.edu by Monday, November 6, 2017 at 5:00 PM

PROPOSALS SUBMITTED LATE WILL NOT BE CONSIDERED.

Effective Date of Awards

Applicants will be notified mid-January by email. Recommendations for New Faculty Research Awards will be made by the Research and Scholarship Committee on behalf of the Vice President for Research. The grant period is effective February 1, 2018 to August 31, 2019.

Review of Proposals

Proposals will be competitively reviewed and acted upon by a subcommittee of the Research and Scholarship Committee. Each proposal is evaluated on its own merits subject to the quality of the proposed research. The proposal should be clear, concise, and explicit about the benefits of the activities to be undertaken. The proposal narrative should not exceed two double spaced pages and the type size should be no smaller than 12 pt. Please provide clear justification for expenses. If you have had start-up funding in the last three years, please justify your need for the additional funding.

Proposals should be written to be understandable to reviewers that are from a range of disciplinary fields. Reviewers will be internal to UH and as mentioned above, may not be disciplinary experts. Feedback will be taken from notes taken during the selection process, which will be summarized and provided to the PI.

Human Subjects/Animal Usage Review

All projects involving human subjects must be reviewed and approved by the Committee for the **Protection of Human Subjects** (CPHS) before an award can be established. Awardees must obtain CPHS review and approval of their project within 90 days of notification of an award or the award will be withdrawn.

All projects involving the use of animals in research must be reviewed and approved by the **Institutional Animal Care and Use Committee** (IACUC) before an award can be established. Awardees must obtain IACUC review and approval of their project within 90 days of notification of an award or the award will be withdrawn.

Assistance

Any questions about this program should be referred to [Dr. Mary Ann Ottinger \(DOR\)](#) and [Jeanette Morales \(Faculty Senate Office\)](#).

Reporting and Acknowledgement

Each grantee must submit a final report within 90 days after the expiration of the grant. The report should describe the outcome of the project. It is also the responsibility of each award recipient to furnish information to the Division of Research concerning external applications that are submitted or awards received as a result of the New Faculty Research funding. Such information should include date of submission, title of the project, inclusive dates, agency, total amount requested, and the status of each application. Failure to comply with this reporting requirement may disqualify an individual for future consideration in all internal funding programs.

Notice must be given of publications, presentations, exhibitions, or performances resulting from the award. The grantee must acknowledge New Faculty Research Program support in all publications resulting from the award and provide one copy of the publication to the Division of Research.

Intellectual Property

In accordance with University policy, faculty members and the University share in net income generated from intellectual property.