COLLABORATIVE COLLISION @FSU

Collaborative Collision: Health 2021

Request for Proposals

Proposals Due 5:00 PM ET May 28th, 2021

Awards to be announced no earlier than August 1st, 2021

Please direct all questions regarding this Request for Proposals to:

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Strategic Initiatives Manager
Office of Research Development
Phone: 850-644-9511
Teams: mjm09k
Email: mike.mitchell@fsu.edu

A. Program Description

The Collaborative Collision Seed Fund (Seed Fund) provides internal funding to catalyze the development of new interdisciplinary teams that form as a result of connections made at the Office of Research Development's (ORD) Collaborative Collision events. The Seed Fund is intended to serve as a planning grant that accelerates new areas of research at FSU, as well as new interdisciplinary research teams. These projects should be viewed as the first step in larger, multi-year efforts to address broad societal and/or scientific problems that require contributions from many different researchers, in such a way that transcends the boundaries of traditional academic disciplines.

As such, projects are expected to strike a balance between conducting pilot studies and gathering preliminary data, and engaging in team development activities and trainings. Teams should consider the long-term context in which they seek to operate and develop specific activities within a shorter timeframe that will best position them to achieve these goals.

Seed Fund projects should be used to strengthen the team itself, in preparation for competing for external funding. ORD specifically encourages projects that include activities focused on building collaborative and inclusive team environments in which all researchers' perspectives are considered fairly, and all have an equal opportunity to contribute to the success of the project. Likewise, projects should be aligned with the strategic interests of external sponsors, in order to provide the team with a foundation from which to compete for sustainable external funding.

The Collaborative Collision: Health Seed Fund recognizes the vast range of health related research and creative activity at FSU, and is proud to offer the following opportunities:

Track 1: Focus-area Specific Teams

> Award Size: up to $10,000
>
> Project Length: Six (6) months
>
> Number of Awards: Three (3) total awards, with one (1) in each of the Collaborative Collision: Health 2021 focus areas:
>
> - Physical Health
> - Social Health
> - Mental and Emotional Health
>
> Team Requirements: At least two (2) researchers from different academic departments
>
> Project Focus: Track 1 projects should focus on team development activities that allow the team to better understand their shared interests, expertise, and strengths, and to develop a shared vision that will allow them to conduct a pilot study by the end of project.

Track 2: Cross-cutting Teams

Award Size: up to $25,000

Project Length: 12 months, with the possibility of a six (6) month extension

Number of Awards: One (1) award that *integrates* two (2) or more of the Collaborative Collision: Health 2021 focus areas:

- Physical Health
- Social Health
- Mental and Emotional Health

Team Requirements: At least three (3) researchers from two (2) or more different academic departments, in different colleges.

Project Focus: Track 2 projects are intended to fund more complex collaborations exploring larger, integrated health issues. While they should still include team development activities, Track 2 projects should also include a proposed pilot study and preliminary data collection sufficient to allow the team to compete for external funding by the end of the project.

B. Eligibility Requirements

By submitting a proposal to either Track 1 or Track 2 of the Collaborative Collision seed fund, a PI certifies that all of the following conditions are true:

- All PIs and Co-PIs presented a Research Profile at one or more Collaborative Collision: Health 2021 events.

- Proposals must clearly demonstrate new research projects, and new collaborative teams.

- All proposed projects must be related to Health research or apply Health principles in a research context and must explain the connection in the proposal.

- An individual may serve as lead PI on only one proposal.

Individuals with the following affiliations **may participate** and be named on a Collaborative Collision project, but **may not serve as PI or Co-PI** and will not count towards fulfilling the above eligibility criteria:

- Faculty with Adjunct, Teaching, or Administrator appointments
- Graduate students
- Post-doctoral scholars
- A&P/USPS staff
- Individuals not employed by FSU (i.e. collaborators at other institutions, community members, industry experts, etc.)

C. Example Project Support

Example project activities may include (but are not limited to):

- Collection of preliminary data or access to data sets
- Participant support costs
- Stipends for research assistants employed on the project
- Team development and team science training

D. Ineligible Project Costs

All project budgets are subject to review and approval by ORD. The following project costs are ineligible to be funded by the Collaborative Collision seed fund:

- Salary and/or benefits for PI, Co-PI, or any personnel other than graduate/undergraduate research assistants or other project support staff
- Tuition/matriculation fees for students
- Equipment, including computers and mobile devices
- Travel to conferences or to present research

E. Proposal Submission and Due Date

Proposals must be submitted using the Collaborative Collision Seed Fund Proposal Submission Form, a self-contained document that incorporates the proposal narrative, budget, attachments, administrative information, and approvals. This form can be found beginning on page six of this RFP and contains specific instructions regarding the content of individual proposal sections.

Teams may download the form separately from the Collaborative Collision Seed Fund website, or may submit using the form contained in this RFP document. Upon completion of the Collaborative Collision Seed Fund Proposal Submission Form, the PI will be prompted to submit the proposal to ORD via email. Please note that once the proposal is submitted, it cannot be recalled for additional edits.

<u>Proposals must be submitted before 5:00 PM ET May 28th, 2021.</u>

F. Proposal Review Process

Proposals will be funded at the discretion of FSU's Vice President for Research considering recommendations from ORD and the review committee. The committee will consider the following criteria equally when evaluating proposals:

1. Based on the proposed activities, is a cohesive, inclusive, and interdisciplinary team likely to form as a result of this project?

2. Is the proposed long-term research program likely to significantly advance knowledge of the selected societal/scientific challenge identified by the proposing team?

3. To what extent will the proposed project activities position the team to be able to submit competitive external funding proposals within 18 months?

All proposals will receive a score between 1 (low) and 5 (high) in each of the above evaluation criteria, as well as an overall priority ranking based upon the total number of proposals submitted (i.e. a proposal ranked #1 is highest priority for funding, #2 is next highest, etc.).

The review committee may or may not be made up of subject area experts, and it is therefore imperative that that all proposals be written in clear and concise language, avoiding technical jargon unless absolutely necessary. ORD reserves the right to fund some, none, or all proposals.

G. Post-Award Reporting and Management

The selected project will receive funding based upon the scope of work and budget submitted in the proposal. Projects will be managed by SRA according to standard grants management practices, including payment requests and disbursements.

The selected project team is required to meet with the Office of Research Development at least once per academic semester during the project period. This meeting is an opportunity for ORD to provide assistance and resources, and to help the project team position themselves to achieve external funding for their project. Teams are expected to submit a proposal to an external funding source within one calendar year of the conclusion of Collaborative Collision seed fund support.

H. Program Feedback

The Collaborative Collision Seed Fund is intended to catalyze new teams, and new areas of research at Florida State University. As such, the Office of Research Development welcomes and encourages feedback related to aspects of the program such as eligibility, award amount, proposal requirements, etc. Feedback may be submitted to the program manager identified on page 1 and, if relevant and timely, may lead to changes to this RFP.

Health 2021

Proposal Form

Due May 28th, 2021 by 5 p.m. ET

Proposal Title:			Amount Requested:	
Principal Investigator (PI):		PI Email:		
PI Empl ID #:		PI ORCID #		
PI Department Name:			PI Department ID #	
Co-Investigator (Co-PI):		Co-PI Email:		
Co-PI Empl ID #:		Co-PI ORCID #		
Co-PI Department Name:			Co-PI Department ID #	
Co-Investigator (Co-PI):		Co-PI Email:		
Co-PI Empl ID #:		Co-PI ORCID #		
Co-PI Department Name:			Co-PI Department ID #	
Co-Investigator (Co-PI):		Co-PI Email:		
Co-PI Empl ID #:		Co-PI ORCID #		
Co-PI Department Name:			Co-PI Department ID #	

Co-Investigator (Co-PI):			Co-PI Email:	
Co-PI Empl ID #:		Co-PI ORCID #		
Co-PI Department Name:			Co-PI Department ID #	

Proposal Contact:		Email:	
Optional – PI is automatically Proposal Contact			

Department Credit Distribution

Primary Department:		% Credit:	
Additional Department:		% Credit:	
Additional Department:		% Credit:	
Additional Department:		% Credit:	
Additional Department:		% Credit:	

Waiver Codes

Waiver 1 (default)	☐	Waiver 2 (grad students paid from this grant; tuition covered by PI/Co-PI Department[s])	☐

Does the project involve any of the following? (Additional documentation may be requested if selected for award)

Human Subjects	☐	Hazardous Chemicals	☐	Compressed Air Diving	☐	
Animal Subjects	☐	Select Agents	☐			
DNA/RNA Use	☐	Nanomaterials	☐			
Radioactive Materials	☐	Marine Lab Use	☐			

Keywords

List at least one Keyword related to your project:	

Collaborative Collision SEED FUND

Conflict of Interest:

Does any investigator (PI, Co-PI, or other key personnel) working on this project have a conflict of interest, whether financial or otherwise, direct or indirect, as defined by these documents?

http://facultyhandbook.fsu.edu/Section-4-Faculty-Employment-Policies
https://www.research.fsu.edu/media/2284/policy-7a-21.docx
http://www.ethics.state.fl.us/ethics/Chapter_112.html

☐ Yes ☐ No

Nonfaculty Support: Indicate any nonfaculty individuals who will be funded (salary/stipend) by this project in the boxes below.

Non-Students/ Non-Ranked Faculty		Graduate Students		Undergraduate Students		Post-Doc Associates	

Budget Form

Section A   Personnel Salary and Fringe Benefits

1. Undergraduate/Graduate Assistants or Post-Docs	
2. Other Personnel (Lab Technician, field researcher, etc)	
3. Total Salary Requested	

Section B   Personnel Travel (PI, Co-PI, GA, Post-Doc, etc.)

1. Domestic	
2. International	
3. Total Travel Requested	

Section C   Other Direct Costs

1. Materials and Supplies	
2. Publication Costs	
3. Consultant Services	
4. Computing Services/RCC	
5. Subcontracts/ Contractors	
6. Other 1:	
7. Other 2:	
8. Other 3:	
9. Other 4:	
10. Total Other Costs Requested	

Total Direct Costs (Sum of Sections A – C)

Proposal Narrative

1. **Project Title (Must begin with "Track 1" or "Track 2")**

[ ]

2. **Project Summary [Limit: 1500 characters (approx. 250 words]**

Provide a high-level overview of the proposed project activities, framed in the context of a larger, multi-year effort to address a societal and/or scientific problem. This section should also indicate how funding from the Collaborative Collision seed fund will serve to accelerate the team towards a broader scale, externally funded research program.

3. Challenge Statement [Limit: 3000 characters (approx. 500 words)]

Provide an overview of the scientific and/or societal challenge your team seeks to address. Describe the significance of this problem, and the need for new, interdisciplinary teams to address it.

4. **Collaborative Collision Connection [Limit: 1500 characters (approx. 250 words)]**

Track 1: *Specify how the proposed project is related to Physical, Social, or Mental and Emotional health research.*
Track 2: *Explain which topic areas the team is interested in connecting, and why the proposed challenge falls outside the scope of a single topic area.* ***Both Tracks:*** *Describe how the team will pursue and support research that is innovative, compelling and can advance our understanding of human health.*

5. *Research Team [Limit: 1000 characters (approx. 150 words)]*

Describe the composition of the research team, and how it was formed. Why is this team interested in working together? What new perspectives will your team bring to addressing the chosen challenge(s)?

6. Team Development [Limit: 3000 characters (approx. 500 words)]:

Expanding upon the information provided in the project summary, how will funding from the Collaborative Collision seed fund accelerate the team towards a broader scale, externally funded research program? How will the project participants build an inclusive and collaborative team that is more than the sum of individual contributions?

7. Project Activities [Limit: 5000 characters (approx. 750 words)]

Describe the specific activities that will be conducted during the project period. Explain how these activities fit into the context of the team's planned long-term research program. If appropriate, briefly describe the related activities that will take place before and after the grant period.

8. **Anticipated External Funding: [Limit: 1500 characters (approx. 250 words)]**

Describe how the proposed project aligns with the strategic interests of external funding agencies/foundations. Identification of specific funding opportunities (present, future, or anticipated) and/or specific funding programs is strongly encouraged.

9. **Additional Information (Limit: 1500 characters)**

This is your final opportunity to raise any other considerations. Here, you may emphasize or expand upon a previous point or provide new information, as necessary.

10. Project Timeline (Limit: 1 page)

Attach a separate, full-page, Gantt chart or similar project planning tool, clearly indicating what will be done, when it will be worked on, and who is responsible for doing it. **Proposed projects should use September 1st, 2021 as a start date. Track 1 projects should conclude by March 1st, 2022 and Track 2 projects should conclude by August 31st, 2022.**

11. References

Attach a references list, if applicable. Please note that while this section does not have a word limit itself, references within the text of prior sections do count towards the word limit of that section. Therefore, we recommend an endnotes citation style.

12. Curriculum Vitae (Limit: 2 pages per individual)

Attach a CV/resume for all team members. All standard funding agency (i.e. NSF, NIH, FSU CRC, etc) styles are acceptable, as long as there are clearly identifiable sections for education/qualifications, professional experience/preparation, and examples of prior work.

Note: Attached files will appear in the left side toolbar, under the Attachments tab (i.e. the paperclip icon)

13. Budget Justification [Limit: 5000 characters (approx. 750 words)]

Describe each line item for which funding is being requested and provide information on the basis for each cost. Each line item must be justified as allowable per the RFP, necessary for completion of the project, and specified for use primarily on this project, with only ancillary benefits to other ongoing projects.

If travel is proposed, approximate travel dates and destinations must be given, along with a clear description of the necessity of the trip. Due to ongoing uncertainty regarding COVID-19, if travel is proposed then the team must also submit a contingency plan describing how the project will be accomplished, and/or funds reallocated, in the event that travel restrictions are imposed. PIs are strongly encouraged to consult the ORD Program Manager prior to proposing travel of any kind.

Approvals

The following signatures are required. Digital signatures are preferred.

_____	_____	_____
PI (required)	PI's Chair (required)	PI's Dean (required)

_____	_____	_____
Co-PI (required)	Co-PI (if applicable)	Co-PI (if applicable)

_____	_____	_____
Co-PI (if applicable)	Co-PI (if applicable)	Co-PI (if applicable)

By signing above, the Principal Investigator and Co-Principal Investigator(s) certify that the proposal meets the following eligibility requirements, to the best of their knowledge:

- At least two (2) of the proposal team members are tenure-track or research faculty members with an appointment at Florida State University, attended and presented research profiles at Collaborative Collision: Health 2021 and have their primary appointments in different academic departments.

- Proposals must clearly demonstrate new research projects, and new collaborative teams.

- The proposed project is related to Health research and/or applies Health principles in a research context, and the connection is thoroughly explained in the proposal.

- The PI is serving as lead on only one proposal to the Collaborative Collision Seed Fund.

By signing above, the PI's Department Chair and Dean agree to provide appropriate grants management oversight, and to support the conduct of the proposed project should it be selected for award.

When all sections of the proposal form are completed, and the necessary signatures have been obtained, click below to submit the proposal to the Office of Research Development. Please note that once a proposal has been submitted, it cannot be recalled. If you experience any issues during submission, contact Mike Mitchell (Email: mike.mitchell@fsu.edu, Teams: @mjm09k).

Proposals Due: 5pm ET May 28th, 2021

OFFICE OF RESEARCH DEVELOPMENT