RCA Small Grant Program

**Purpose:** The RCA Small Grant Program consists of three types of opportunities that are intended to promote research and creative activities that will improve competitiveness for external funding and will result in scholarly work appropriate to the applicant’s discipline.

**Eligibility:** NDSU tenured and tenure-track faculty are eligible to apply. Visiting faculty are not eligible to apply.

(1) **Seed Funding**

Grants of up to $5,000 for seed funding allow researchers to collect data needed to prepare future federal funding proposals. Priority for seed funding awards will be for early career faculty. This support is for new projects, not supplements to current research.

(2) **NDSU EXPLORE Undergraduate Research Award**

NDSU EXPLORE Undergraduate Research Awards provide up to $1,500 for support of an undergraduate researcher within a lab/studio/group. The application must come from the sponsoring faculty member. Students who are funded will be required to participate in the annual NDSU EXPLORE undergraduate research and creative activity showcase.

(3) **Research Support Services**

Funds of up to $1,000 may be requested to help defray the costs of support services required for research, creative, or scholarly activity. For example, funds may be used in one of the NDSU Core Facilities, another recharge/service center, or for transcription services.

**Application Instructions**

**Timeline:** Applications for **Seed Funding** and **NDSU EXPLORE Undergraduate Research Awards** are due by **September 29, 2017 at 5:00 p.m. CST**. Awards are anticipated to be announced by **October 20, 2017**.

Applications for **Research Support Services** are accepted throughout the year. Applications will be processed in the order in which they are received and awards made until all funds are allocated.

Funds for all three programs must be spent by **May 31, 2018**. Any publications that are a result of this funding should include an acknowledgement of the NDSU-RCA funding. A report on how the funds were spent will be due by June 15, 2018.

Only one application per fiscal year is allowed per faculty member.

**Application Submission:** Send applications by email to the attention of Research Development at ndsu.researchdev@ndsu.edu.

Questions concerning the program should also be sent to ndsu.researchdev@ndsu.edu.
Application Content:

Instructions for Seed Grant:

1) **Project Description (3 pages maximum):**
   a. Include your name, title, contact information, and program to which you are applying.
   b. Provide an introduction to the proposed scholarly or creative activity, including brief background.
   c. Present specific objectives and methods and how they will be completed during the funding period.
   d. Describe the expected outcomes and the deliverables that will result from the scholarly activity.
   e. Identify at least two external funding agencies to which you will submit a proposal for follow-up funding, if applicable.
   f. Explain how the project will contribute to the PI’s field and professional development.

2) **Statement (brief paragraph) of how the use of the funds will address the Research and Discovery component of the NDSU Strategic Plan** (see pp 6-8) and the **Strategic Plan Goals and Metrics**. Reference should be made to specific action items, objectives, and metrics that use of this funding will address.

3) **References Cited (no page limit)**

4) **Budget and Justification (1 page):** Budget items must be reasonable and well justified. The resources needed to complete the project should be described. Unallowable costs include computers, faculty salary, conference travel, office supplies, and facilities and administrative costs (indirect costs). Travel to collect data is allowable.

Instructions for NDSU EXPLORE Undergraduate Research Award: The application must be submitted by the student’s faculty mentor.

1) **Project Description (1-2 pages):**
   a. Include your name, title, contact information, and program to which you are applying.
   b. Provide an introduction to the proposed scholarly or creative activity, including brief background.
   c. Present specific objectives and methods and how they will be completed during the funding period.
   d. Describe the expected outcomes and the deliverables that will result from the scholarly activity.
   e. Explain how the project will contribute to the student’s field and professional development.
2) **Statement (brief paragraph) of how the use of the funds will address the Research and Discovery component of the NDSU Strategic Plan** (see pp 6-8) and the Strategic Plan Goals and Metrics. Reference should be made to specific action items, objectives, and metrics that use of this funding will address.

3) **References Cited (no page limit)**

5) **Budget and Justification (1 page):** Budget items must be reasonable and well justified. The resources needed to complete the project should be described. Unallowable costs include computers, faculty salary, conference travel, office supplies, and facilities and administrative costs (indirect costs).

*Instructions for Research Support Services:*

1) Include your name, title, contact information, and program to which you are applying.

2) Provide a brief description (1 page) of the service requested, including the research or scholarly activity being undertaken and whether the work is being performed for a funded project.

3) **Statement (brief paragraph) of how the use of the funds will address the Research and Discovery component of the NDSU Strategic Plan** (see pp 6-8) and the Strategic Plan Goals and Metrics. Reference should be made to specific action items, objectives, and metrics that use of this funding will address.

6) **Budget and Justification (1 page):** Budget items must be reasonable and well justified. The resources needed to complete the project should be described. Unallowable costs include computers, faculty salary, conference travel, office supplies, and facilities and administrative costs (indirect costs).