

July 2017

## UMD-Tec: CALL FOR PROPOSALS

The University of Maryland (UMD) and the Tecnológico de Monterrey (TEC) announce a new program to support joint research collaboration.

### RESEARCH TOPICS AND FUNDING LEVELS

The UMD-TEC Seed Grant program intends to help scholars at both institutions to identify complementary research strengths and generate pilot data for proposal submissions that pursue innovative collaborative work.

This call will support a maximum of 5 seed grant awards and invites research proposals in all fields of knowledge. Interdisciplinary projects are encouraged. TEC and UMD (VPR) will each contribute up to **\$20,000 USD** per funded seed grant (total of \$40k/project) for a maximum duration of 12 months.

Allocation of funding: TEC will provide the selected proposals with funding for TEC researchers. UMD will provide the selected proposals with funding for UMD researchers.

### GUIDELINES FOR PROPOSALS

All proposals must be multidisciplinary with at least two Principal Investigators (PI), at least one member of the faculty from each institution. Proposals are expected to involve several TEC and UMD scholars as well as postdoctoral researchers and/or graduate students. UMD PIs must be tenured, tenure-track, or research faculty at UMD.

### SUBMISSION PROCESS AND DEADLINES

All text should be in Arial 11pt, 1-in margins, single spaced. Final proposals should contain the following sections:

1. Signed Proposal Cover Sheet (see attached form)
2. Description of collaborative project, including the following sections: *Significance, Innovation, and Approach*
3. Projected global outcomes; how research will have global societal impact/benefit
4. Steps/timeline to securing external funding, including potential funding targets  
Sections 2-4 should not exceed 5 pages.
5. Detailed budget – separated by Institution (see attached form); each institution covering its own research costs
6. Short bios of the project leaders (can be any format; no more than 5 pages per bio)

Allowable Expenses for TEC and UMD: research supplies; purchase or rental of equipment for new research; travel and hosting costs for collaborative meetings. Travel: accommodation, meals, and incidentals should be budgeted according to each University's travel regulations. Airfares: only economy class tickets will be funded.

Additional Allowable Expenses for UMD: Salary support for students and research staff (including fringe and tuition costs) and service charges for campus facilities.

Unallowable Expenses: Salaries for PIs, administrative support.

**A single proposal PDF should be submitted from each team.**

**PDF should include the following (in order):**

- Signed Cover Page, Proposal, Budget (using attached form), Bios for project leaders

The final proposal should be titled: **PI's Last Name\_UMD\_TEC\_2017** and should be sent to both Neil Hernández Gress ([ngress@itesm.mx](mailto:ngress@itesm.mx)) and Beth Brittan-Powell ([ebrittan@umd.edu](mailto:ebrittan@umd.edu)).

**Proposal deadline: October 6, 2017**

**Selection Notification Date: November 17, 2017; Expected Start Date: December 1, 2017**

Funds must be used within 12 months of receipt of award. All questions related to this Call for Proposals should be directed to: Neil Hernández Gress ([ngress@itesm.mx](mailto:ngress@itesm.mx)) for TEC and Dr. Beth Brittan-Powell ([ebrittan@umd.edu](mailto:ebrittan@umd.edu)) for UMD.

***SELECTION CRITERIA***

Funding for the seed grants will be awarded on a competitive basis. Projects will be selected by a joint UMD-TEC committee. The selection of finalists will be made based on the academic promise of the proposed project, the potential long-term impact on fostering collaborations between TEC and UMD, the likelihood of attracting subsequent funding from external sources, and the appropriateness of the proposed budget.

***FINANCIAL AND REPORTING OBLIGATIONS***

Recipients will be required to submit a final scientific and financial report within three months of completion of the project. The report shall include accounting detail that demonstrates how the seed funds enabled the research as well as a more detailed plan for securing external funding. Applicants who fail to submit a final report by the 3-month deadline will not be permitted to submit future applications. No-cost extensions will not be considered.

**Recipients are expected to submit a proposal to an external funding agency within 18 months of receiving the seed funding.** Annual updates will be requested.

**2017 UMD-TEC: CALL FOR PROPOSALS - COVER PAGE****Title:****PI names and affiliations:**

Total amount requested:

**By signing, the PIs understand the conditions of the award (below).**\_\_\_\_\_  
**UMD PI**\_\_\_\_\_  
**TEC PI****Approvals:** Our signatures below signify that we are aware that the PIs are submitting a proposal to the UMD-TEC call for proposals.

UMD:

\_\_\_\_\_  
Departmental Chair\_\_\_\_\_  
Dean

TEC:

\_\_\_\_\_  
Departmental Chair\_\_\_\_\_  
Dean

**Budget Tec** – each budget must include a written justification of costs.

<b>Cost Categories</b>	<b>Description</b>	<b>Costs</b>
<b>Personnel</b>	Click or tap here to enter text.	Click or tap here to enter text.
<b>Personnel</b>	Click or tap here to enter text.	Click or tap here to enter text.
<b>Personnel</b>	Click or tap here to enter text.	Click or tap here to enter text.
<b>Personnel</b>		
<b>Equipment (must be well justified)</b>	Click or tap here to enter text.	Click or tap here to enter text.
<b>SUPPLIES</b>	Click or tap here to enter text.	Click or tap here to enter text.
<b>OTHER (detail)</b>	Click or tap here to enter text.	Click or tap here to enter text.
<b>Provide Fringe %</b>	Click or tap here to enter text.	Click or tap here to enter text.
<b>Tuition (detail)</b>	Click or tap here to enter text.	Click or tap here to enter text.
<b>Total of all Costs (not to exceed \$20k)</b>		Click or tap here to enter text.

Budget justification:

**Budget UMD** – each budget must include a written justification of costs. UMD

<b>Cost Categories</b>	<b>Description</b>	<b>Costs</b>
<b>Personnel</b>	Click or tap here to enter text.	Click or tap here to enter text.
<b>Personnel</b>	Click or tap here to enter text.	Click or tap here to enter text.
<b>Personnel</b>	Click or tap here to enter text.	Click or tap here to enter text.
<b>Personnel</b>		
<b>Equipment (must be well justified)</b>	Click or tap here to enter text.	Click or tap here to enter text.
<b>SUPPLIES</b>	Click or tap here to enter text.	Click or tap here to enter text.
<b>OTHER (detail)</b>	Click or tap here to enter text.	Click or tap here to enter text.
<b>Provide Fringe %</b>	Click or tap here to enter text.	Click or tap here to enter text.
<b>Tuition (detail)</b>	Click or tap here to enter text.	Click or tap here to enter text.
<b>Total of all Costs (not to exceed \$20k)</b>		Click or tap here to enter text.

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