

INFORMATICS⁺ Project Grant Proposal Guidelines (2020)

PROPOSAL SUBMISSION DEADLINE: **March 16, 2020**
SUBMISSION LINK AT: nku.edu/informatics/grants

The *INFORMATICS⁺* Project Grant program funds high-impact student-involved R&D and creative projects that connect students to the region and the world and leverage the power of informatics in a variety of settings.

The nature of proposed projects can vary widely. Examples might include researching the local impact of certain information technologies, building digital solutions that help a community, or documenting stories of people whose voices have not been heard. *Informatics*, broadly construed, refers to all the disciplines that have information at their core, and ranges from media and communication to software design and analytics. It is about creating meaning in a world of data.

The College of Informatics invites proposals from faculty across campus. Although informatics students or faculty should be among those involved in each project, projects that engage colleges *outside* the COI are specifically encouraged, and nothing precludes the project lead from being a non-COI faculty or staff member.

GENERAL GUIDELINES

- Projects may involve research, development, or creative work. Research projects are to be of an applied nature. All projects must connect to community or global needs.
- All projects must involve NKU students and faculty.
- Funding requests are expected to be in the range of \$4,000 to \$8,000.
- Priority funding areas should be for student stipends, project supplies and equipment, student travel, and faculty summer salary.
- Proposals may request up to an additional \$3,000 in funds earmarked for student apprentices. In this context, *apprentices* refers to students who are freshmen or sophomores or who have not previously participated in research or creative work (either paid or for academic credit).
- At the end of the grant period, any unused funds will be retained by the *INFORMATICS⁺* project grant fund.

TIMELINE

March 16, 2020	<i>Deadline for online submission of proposal</i>
April 13, 2020	<i>Awards announced</i>
May 1, 2020	<i>Funds released</i>
August 9, 2021	<i>Final reports due</i>

EVALUATION CRITERIA

- Soundness of proposal – clarity, completeness, appropriateness of budget, and evidence of need.
- Potential impact and outcomes, and the extent to which it engages NKU students and faculty with the region or the world.
- Demonstrated potential to successfully leverage informatics.
- Demonstrated ability of project personnel to successfully carry out the proposed work.
- Quality and value of the experience for students on the project.
- There is particular interest in supporting projects that:
 - Are integrative and cross-disciplinary, proposing active involvement of faculty and students from two or more departments or disciplines.
 - Potentially lead to further external support that advances and extends the goals of the project.
 - Engage under-represented groups.

PROPOSAL FORMAT

Proposals are to be submitted as a single PDF with the following structure. A template is available on the website, as well as a recommended spreadsheet that you can use for planning and then incorporate into the text of your proposal.

- **Cover Sheet**
- **Proposal Body** [*Maximum 7pp*]
 1. Description of Work and Timeline
 2. Anticipated Outcomes and External Impact
 3. Connection to Informatics
 4. Student Roles
 5. Internal and External Collaborations and Partners
 6. Relevant Experience of Project Personnel
 7. Related Work or Extant R&D
 8. Budget Table and Narrative
 9. Plans to Publicize and Share Impact
- **Appendices** [*Optional*]. These may include memoranda of support, letters of match commitments (if any), or other pertinent documents.
- **Signature Page** All faculty/staff members will need signatures of their department chairs; non-COI faculty/staff members will also need signatures of their deans.

SUBMISSION

Submit proposals via the online form available at nku.edu/informatics/grants.

REPORTING

Before August 9, 2021:

- Project leads will submit a short (3 page) report summarizing the activities and outcomes of the project.
- Funded projects will collaborate with *INFORMATICS*⁺ staff to complete a short (3 min) video on the project to be shared externally.

Questions should be directed to Kendall Fisher via email fisherk3@nku.edu with “Informatics+ Project Grant Proposal” in the subject line.