

## **Institute of Psychology Research Fund (IPRF)**

The objective of the IPRF program is to provide seed funding to initiate innovative research programs. It is hoped that the results obtained during the project period will be used for developing proposals seeking external funding by faculty members and for completing theses/dissertations or research projects by graduate/undergraduate students.

### Guidelines for Submissions

Applicants are encouraged to consider the following issues when drafting proposal submissions. The maximum funding is \$5,000 per faculty member and \$1,000 per graduate/undergraduate student. If research study requires funds exceeding \$5,000, the faculty member can appeal for additional funding. Proposals will only be considered following IRB approval. Each grant will be funded for a maximum of one year. An *original and four copies* of the proposal must be submitted to the Chair of the IPRF Committee. Tenure-track junior faculty are strongly encouraged to apply.

Recipients are required to submit a progress report at the end of the first half of the project period and a final technical report at the end of the project period. Senior faculty are required to give an oral presentation at the end of the six month period to the faculty and a written report at the end of the project period.

Application Dates: Application is due on 1<sup>st</sup> of the month. No application will be considered during summer months (May – August) and winter break (December – January).

### **Proposal Format**

Each proposal should be limited to *eight pages* including figures, tables, budget, and appendices (excluding curriculum vitae). It should address the following issues.

#### Objectives

List the broad, long-term objectives of the proposed project and what specific research or education initiative it is intended to accomplish.

#### Background and Significance

Briefly sketch the background leading to the proposed work, critically evaluate existing knowledge, and specifically identify the gaps which the project is intended to fill. State concisely the importance and relevance

of the proposed work by relating the specific aims to the broad, long-term objectives.

### Research Design and Methods

Describe the research design and the procedures to be used to accomplish the specific aims of the project. Include how the data will be collected, analyzed, and interpreted. Describe any new methodology and its advantage over existing methodologies. Discuss the potential difficulties and limitations of the proposed procedures and alternative approaches to achieve the aims. As part of this section, provide a tentative timetable for the project. Point out any procedures, situations, or materials that may be hazardous to personnel and the precautions to be exercised.

### Resources, Facilities, and Collaborations

Identify the office and/or laboratory space and specify the facilities to be used to the conduct of the proposed research. Describe capabilities, support services, and important equipment items. List individuals involved in the development or execution of the project and their qualifications.

### Plans for Seeking External Funding (for Faculty Proposals)

Describe the proposals that will be developed after the conclusion of the IPRF project, listing funding agencies and/or targeted industries. Provide an estimate of the expected funding level and the potential for funding. State how the resources requested from IPRF will enable the development of these external proposals. This criterion may not be relevant to students but is essential to faculty and especially to senior faculty members.

### Budget and Budget Justification

Include a budget that does not exceed \$5,000 for a faculty project and \$1,000 for a graduate/undergraduate student project. Each line item needs justification.

Non-allowable budget items include salary support for the investigator and equipment such as computers. Travel will only be considered if it is *directly* related to the project and an integral part of the project. Travel to meetings or conferences in order to present results of the study will *not* be allowed. Salary support for research assistants will be considered only if it is absolutely necessary to the mission of the project. These funds are not intended for general student support or to pay students for usual or customary activities. Purchase of instruments or software is allowable with justification. All purchased materials through the IPRF will belong to the property of the Institute of Psychology upon the completion of the study.

### Other Support

Include a list of current and pending support for all investigators.

### Appendix

Include a 1-page curriculum vitae for faculty applicants.

## **Review Criteria**

Below are the review criteria used for the evaluation of the proposals in general. Other factors affecting funding under this program include past IPRF support provided to the applicant(s) and the outcome of that project, the current external funding level of the applicant(s), and the amount of funds available for the request for proposals.

### Significance

Does this study address an important problem? If the aims of the application are achieved, how will scientific knowledge be advanced? What will be the effect of these studies on the concepts or methods that drive this field?

### Approach

Are the conceptual framework, design, methods, and analyses adequately developed, well-integrated, and appropriate to the aims of the project? Does the applicant acknowledge potential problem areas and consider alternative tactics?

### Innovation

Does the project employ novel concepts, approaches, or methods? Are the aims original and innovative? Does this project challenge existing paradigms or develop new methodologies or technologies?

### Investigator

Is the investigator appropriately trained and well suited to carry out this work? Is the proposed work appropriate to the experience level of the applicant(s)?

### Budget

Is the budget appropriate to carry out the work proposed?

### External Funding Potential (for Faculty proposals)

Is the plan for seeking external funding appropriate and achievable?