		Policy #:	RE006.1
		Policy Type:	University
		Responsible Executive:	VP for Academic Affairs
		Responsible Office:	OSPR
		Originally Issued:	January 1, 2020
		Latest Revision:	January 1, 2020
		Effective Date:	January 1, 2020

Early Stage Investigator Grants Program Policy

I. Policy Statement

The University of Louisiana Monroe's (ULM) Early Stage Investigator Grants Program Policy seeks to foster creative discoveries and innovative research that will promote growth, stability, and diversity of the research capacity of ULM and the state's workforce.

II. Purpose of Policy

ULM recognizes that it has an interest in the training and subsequent research support for establishing independent research careers of early stage investigators by supporting "start-up" or "seed" grants.

Funding for this program will be provided through an interest bearing account established by the ULM Foundation. Per the investment policy, 4% of the 5-year average trailing market value will be available each year for disbursements to support this program.

As this amount increases, so does the availability of funds for this program.

ULM will follow this policy unless the Vice President for Academic Affairs and the Director of the OSPR have approved a departure in advance.

III. Applicability

This policy and the associated procedures apply to all individuals employed at the ULM.

IV. Definitions

Early Stage Investigator (ESI) is a Program Director / Principal Investigator (PD/PI) who has completed their terminal research degree or end of post-graduate clinical training, whichever date is later, within the past 10 years.

New Investigator means a PD/PI who has not previously competed successfully as a PD/PI for a substantial independent research award is considered a New Investigator.

Program Announcement (PA) is a formal statement about a new or ongoing extramural activity or program. It may serve as a reminder of continuing interest in a research area, describe modification in an activity or program, and/or invite applications for grant support.

Program Director/Principal Investigator (PD/PI) means the individual(s) designated by the applicant organization to have the appropriate level of authority and responsibility to direct the project or program to be supported by the award. The applicant organization may designate multiple individuals as program directors/principal investigators (PD/PIs) who share the authority and responsibility for leading and directing the project, intellectually and logistically.

When multiple PD/PIs are named, each is responsible and accountable to the applicant organization, or as appropriate, to a collaborating organization for the proper conduct of the project or program including the submission of all required reports. The presence of more than one PD/PI on an application or award diminishes neither the responsibility nor the accountability of any individual PD/PI.

V.   Policy Procedure

1. Application
   a. The process to apply begins in the fall semester each year.
      i. OSPR will announce the program and make a link available for applications.
      ii. OSPR will work with the Colleges to encourage applications.
   b. Early Stage Investigators must submit an application through their respective Dean's Office by October 10 each year.
      i. The Deans will review and recommend their top two (2) applications to the OSPR on or before October 24.
      ii. The OSPR will review and notify those selected on or before November 15.
      iii. The Vice President for Academic Affairs will consider the OSPR recommendations for approval.
   c. The applications must include the following: Project title, 1-page bio-sketch of the Project Director/Principal Investigator, summary of project (less than 200 words), narrative of project (less than 1,000 words not including references), budget, budget justification and any letters of support.
      i. The start date for all funded projects is January 15.
      ii. The end date for all projects is December 14.
      iii. There are no restrictions on amount requested for budgeted item (i.e., supplies, salary, equipment, travel).
      iv. Completed projects must include a final report submitted on or before December 30.

2. Selection Criteria
   a. This program is intended to fund start-up or seed grants for early stage investigators.
   b. This program is intended for late postdoctoral investigators and/or new faculty, usually those at or below the rank of Assistant Professor.
   c. This program is intended to support an investigator who has completed a terminal research degree or end of post-graduate clinical training, whichever date is later, within the past ten (10) years and who has not previously competed successfully as Program Director/Principal Investigator (PD/PI) for a research award greater than $50,000.00.

   d. The preference for funding includes the following:
      - Proposals with budgets less than $7,500.00.
      - Proposals with matching funds (i.e., one to one).
      - Proposals with additional external funding.
      - Proposals with external collaborations.
      - Proposals that include the PD/PI applying for additional grant funding (i.e., "seed" grants).
      - Proposals that are research-based (as opposed to service).

- Proposals that will lead to a publication, conference presentation and/or ULM presentation.
- Proposals that address issues of poverty, health-care and/or workforce development.
- Proposals that are collaborations within ULM.
- Proposals that include a faculty mentor to work with the PD/PI.
- Proposals from schools or departments that are under-represented in grant submissions or awards.

3. Final Reporting
    a. OSPR will submit an annual report to the Vice President for Academic Affairs, the Deans and the ULM Foundation.
    b. OSPR will make available through its website the Final Report.

VI.   Enforcement

The Vice President for Academic Affairs is responsible for enforcing all policy provisions.

VII.   Policy Management

The Vice President for Academic Affairs will be the Responsible Executive for the management of this policy. The Director of the OSPR will be the Responsible Office in charge of maintaining and disseminating it.

VIII.   Exclusions

None.

IX.   Effective Date

January 1, 2020.

X.   Adoption

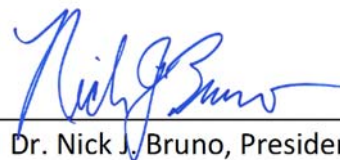This policy is hereby adopted on this 1st day of January 2020.

Recommended for Approval by: Approved by:

_____   _____
Dr. Alberto Ruiz, VP for Academic Affairs   Dr. Nick J. Bruno, President

XI.   Appendices, References and Related Materials

NIH Funding. https://grants.nih.gov/policy/early-investigators/index.htm.
American Psychological Association. Academic Careers: Hot to Get Grants.
https://www.apa.org/monitor/2018/09/academic-grants.

XII. Revision History

Original Adoption Date: January 1, 2020