



WICHITA STATE UNIVERSITY

## UNIVERSITY LINK AWARD (ULINK)

**Award Dates: May 1, 2009 thru December 31, 2009**

*(Summer pay is limited to those pay periods not allocated to the 9 months academic pay)*

**GENERAL:** WSU-LINK and the Office of Research Administration are pleased to offer seed grants for joint WSU-Community research/training/service projects. Four awards of \$2,500 each will be offered for WSU-Community based research, service learning, and/or curriculum development projects. A further \$500 match is required from each applicant's academic department, college or community partner(s). The funded projects must include the involvement of a community partner. These grants are intended to support the development of projects that might qualify eventually for funding from government agencies, foundations, or industry. Topics for proposals should fall into the following categories:

- Community health and safety  
For example, aging, nutrition, literacy, violence prevention, etc.
- Economic development  
For example, workforce development, training, etc.
- P-12 issues  
For example, school preparedness, truancy, at-risk kids, etc.
- Cultural outreach  
For example, musical performance or training for children, lecture series, etc.

The awards will be made for work completed between May 1, 2009 and December 31, 2009. The proposals will be evaluated by a committee appointed by the WSU-LINK advisory board, which consists of both WSU faculty members and community partners. .

**ELIGIBILITY:** Current and full time tenured and probationary faculty members of WSU are eligible; distinguished and endowed professors, as well as temporary and visiting faculty, are ineligible. A faculty member may receive only one of the following in a fiscal year: a University Research/Creative Projects Award (URCA), an Award for Research/Creative Projects in Summer (ARCS), a Multidisciplinary Research Project Award (MURPA), or a University LINK Award (ULINK). Faculty receiving ULINK awards are ineligible in this competition for the following three years.

**DEADLINE:** The deadline for a completed, fully signed application in the Office of Research Administration (ORA) is **March 10, 2009**.

**PROPOSAL FORMAT:** See "What to Submit" on the second page.

**ALLOWABLE COSTS:** Costs up to \$3,000 (\$2,500 grant, \$500 match) for summer salary for faculty and/or salary for student/technical assistants, or cost of supplies, equipment, duplication, communication, token compensation for subject participation in a project, and reasonable travel, if appropriate. **The need for each item should be explained clearly; roles of student/technical assistants must be clearly defined.** Costs **not** allowed include materials readily available from the department; travel to present findings; textbook writing or typing; page, review and reprint charges; dissertation preparation; food/catering service; and gift certificates/cards. Allowable expenses must be incurred during the grant period of 5/1/09 – 12/31/09.

**CRITERIA FOR EVALUATION:** Soundness and significance of the proposed project; **justification that the project to be conducted is a community-based project, requiring a partnership with one or more**

**community or government organization(s) or agency(ies);** validity of methodology; qualifications of applicants; adequacy of resources and adherence to allowable costs. Collaboration with faculty members from other disciplines is strongly encouraged.

**AWARDS:** Awards are made by the Associate Provost for Research and the WSU-LINK advisory board from recommendations by the WSU-LINK evaluation committee, subject to availability of funds. Awards will be announced by mid-April.

**FINAL REPORT:** A final report with all data/curriculum/products generated is due in ORA on or before March 1, 2009 following the award period. The filing of the report is a precondition to any future award.

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### WHAT TO SUBMIT

Include the following items in narrative form attached to the completed and signed cover sheet:

**PROJECT DESCRIPTION** - The text needs to include enough detail about the project so that reviewers can assess the quality, feasibility and significance of the project. It should also be written in **plain language** and **limited to 5 pages** that include items a-f. Any page(s) exceeding the limitation will be removed before circulation to the reviewers.

- a. Abstract. Provide a brief narrative in non-technical language describing the project, its overall goals and specific objectives, and the approach/methodology to be employed.
- b. Background. Present the project to be addressed and the importance of the proposed project.
- c. Methodology/approach. Provide both a description of and a justification for the project. **How does this project involve the community partner(s)? Explain how the partnership between faculty and community will be accomplished and what each brings to and contributes to the project.** If faculty from more than one discipline is included, explain what each person's role is and his/her individual contributions. Describe the project's goal(s), design, evaluation techniques, and data analysis. Include a timetable for accomplishing specific tasks. If student assistance is required, clearly delineate the activities of the faculty investigator and student.
- d. Significance. Describe the expected outcomes and their impact on current understanding, knowledge or practice, and how the project contributes to both the applicant's professional development as a scholar and to the mission of the community partner(s).
- e. Adequacy of resources. Describe the relevant experience, and the space, facilities and equipment that are available. Provide evidence for access to facilities elsewhere if necessary to carry out the proposed project.
- f. Planned proposal development. Indicate funding agencies identified for proposal submission upon completion of this project, and include a time schedule.

**VITAE - Limit to 3 pages.** Include date and institution of terminal degree, publications, and/or creative projects for the past 10 years (in print or accepted). The vitae must delineate the applicant's role in multi-authored citations (e.g., primary author, secondary author, principal investigator, co-principal investigator, data collection, data analysis, director, choreographer, etc.) Any page(s) exceeding the limitation will be removed before circulation to the reviewers.

**BUDGET** - Submit a detailed budget with an explanation justifying the amount requested under each category. See "Allowable Costs" section above. *If Faculty and/or Student/Technical Assistants are budgeted, then the appropriate Fringes must also be budgeted.* If you do not know your Fringe Benefit rate or would like help with your budget, contact Debby Werth, [debby.werth@wichita.edu](mailto:debby.werth@wichita.edu), x6806.

**SUPPORT DOCUMENTS** - A letter from each community partner involved outlining their contribution to the

**project is required.** Include other support documents as appropriate.

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Proposal Application

NAME \_\_\_\_\_ myWSU# \_\_\_\_\_

RANK/TITLE \_\_\_\_\_ DEPARTMENT/COLLEGE \_\_\_\_\_

TITLE OF PROJECT \_\_\_\_\_

Amount Requested \_\_\_\_\_ Source of \$500 Match \_\_\_\_\_ Project Period \_\_\_\_\_ TO \_\_\_\_\_

Check appropriate box(es) if this proposal includes any of the items listed below. **The cost of animal care and costs of disposal of radioactive wastes and hazardous wastes/biohazards must be included in the proposal budget.**

Humans \_\_\_\_\_ \*  Animals \_\_\_\_\_ \*  Radioisotopes \_\_\_\_\_ \*  Biohazards \_\_\_\_\_ \*

\* Initial of Committee Chair or Director of Hazardous Materials Office

PRIOR URCA, ARCS, OR MURPA GRANTS: DATE: \_\_\_\_\_ AMOUNT \_\_\_\_\_; DATE \_\_\_\_\_

AMOUNT \_\_\_\_\_; DATE \_\_\_\_\_ AMOUNT \_\_\_\_\_; FINAL REPORT(S) FILED: YES \_\_\_ NO \_\_\_

PROPOSALS TO OUTSIDE AGENCIES (Last 3 Years):

TITLE (abbreviated)	AGENCY	DATE	AMOUNT	STATUS

APPLICANT: \_\_\_\_\_ DATE: \_\_\_\_\_

**ENDORSEMENTS:** (Chairs and Deans should provide written evaluative judgments of the project and its potential for faculty development.)

CHAIRPERSON: \_\_\_\_\_ DATE: \_\_\_\_\_

Comments (use additional page if necessary):

DEAN: \_\_\_\_\_ DATE: \_\_\_\_\_

Comments (use additional page if necessary):