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To: UF/IFAS Faculty

From: Jackie Burns

Subject: 2017 Research Opportunity Seed Fund Proposals

**Overview:** UF/IFAS will again participate in the annual Research Opportunity Seed Fund Competition sponsored by the UF Office of Research (UFOR). This University-wide awards grants program encourages new interdisciplinary research. Please see the following link for additional information on the 2017 Guidelines and Review Criteria:

[http://research.ufl.edu/faculty-and-staff/finding-funding/internal-competitive-funding.html#opportunity\\_fund](http://research.ufl.edu/faculty-and-staff/finding-funding/internal-competitive-funding.html#opportunity_fund).

Before submitting, please carefully consider the guidelines:

“Projects should be innovative, support institutional missions, have strong potential for garnering future funding from external sources, **OR** have outstanding commercial potential. Research Opportunity Seed Fund awards are not intended to support on-going projects -- they should support new projects (not a supplement to current research) and/or new collaborative partnerships. The proposal must emphasize novel research. To be competitive, proposals must be multi-/interdisciplinary and must involve faculty from at least two departments/units/colleges (see Review Criteria for more information on this criterion). Single-investigator proposals are not eligible. Proposals may be submitted by any UF faculty member (PI) eligible to submit a proposal to an external funding agency (see Policy on Eligibility to Submit a Proposal for External Funding:

<http://research.ufl.edu/research/handbook/proposals/eligibility-to-submit-a-proposal-for-external-funding.html>).

**Allowed Number of Pre-Proposal Submissions per Unit:** UF/IFAS has been allocated seven full proposals for the 2017 competition in which the PI is a faculty member in UF/IFAS. (Note, there are no limits on the number of UF/IFAS co-PIs on proposals from other colleges.) In recognition of significant variation in the number of research faculty, we have identified units with greater than 12 research FTE as of July 1, 2016 and that are eligible to submit **two** pre-proposals. Units allowed to submit two proposals include: School of Forest Resources and

Conservation, Horticultural Sciences, Animal Sciences, Citrus Research and Education Center, Microbiology and Cell Science, and Agricultural and Biological Engineering. All other units may submit **one** pre-proposal.

**Pre-proposal guidelines:** The pre-proposal cover page should include a title and list of participating faculty with their departments and colleges. The title page should be followed by three pages that include: an abstract, a concise project description, tables and figures, an outline of the proposed budget, and a brief statement of the plans to obtain external support and/or description of commercial potential (not to exceed three pages – single spaced; minimum 0.5 inch margins; font size no smaller than 11 pt. except tables and figure legends that can be in 10 pt.). The unit’s selected pre-proposal(s) should be in PDF.

**Submission Process and Timeline:**

<b>Date</b>	<b>Time</b>	<b>Purpose</b>
TBD by Unit Leader	5:00pm	PI submits pre-proposal to their Unit Leader
November 8, 2016	9:00am	Pre-proposals selected by unit leaders are submitted by e-mail to <a href="mailto:IF-SVC-RESDEANS@ad.ufl.edu">IF-SVC-RESDEANS@ad.ufl.edu</a>
December 8, 2016	5:00pm	Dean Burns notifies the PIs of the 7 selected UF/IFAS pre-proposals to be developed into full proposals.
January 12, 2017	5:00pm	Full proposals are submitted into UFIRST to initiate the approval process
January 18, 2017	5:00pm	Dean’s final approval via UFIRST
April 28, 2017	5:00pm	PI’s notified of award status