

UF/IFAS Research  
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September 27, 2017

To: UF/IFAS Faculty

From: Jackie Burns

Subject: 2018 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. This University-wide program encourages new interdisciplinary research. Cross-college projects between new collaborators are especially encouraged. Please see the following link for additional information on the 2018 Guidelines and Review Criteria:

<http://research.ufl.edu/opportunityfund.html>

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. 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: [Policy on Eligibility to Submit a Proposal for External Funding.](#)”

**Allowed Number of Pre-Proposal Submissions per Unit:** UF/IFAS has been allocated seven full proposals for the 2018 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 17 research FTE and 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. Any pre-proposal that deviates from these guidelines will not be reviewed.

**Submission Process and Timeline:**

<b>Date</b>	<b>Time</b>	<b>Purpose</b>
TBD by Unit Leader		PI submits pre-proposal to their Unit Leader
October 30, 2017	5:00pm	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 1, 2017	5:00pm	Dean Burns notifies the PIs of the 7 selected UF/IFAS pre-proposals to be developed into full proposals.
January 11, 2018	5:00pm	Full proposals are submitted into UFIRST to initiate the approval process
January 17, 2018	5:00pm	Dean’s final approval via UFIRST
April 30, 2018	5:00pm	PI’s notified of award status