

Ferguson Academic Seed Fund

The Offices of the Chancellor and the Provost: Ferguson Academic Seed Grants at Washington University in St. Louis.

I. Purpose:

This fund has been established by the Chancellor and Provost under the oversight of a steering committee charged with providing grants to help fund efforts that facilitate intellectual discourse, support curricular innovation, promote new research, pilot programs for larger intellectual undertakings, or invite academic residencies on issues and topics that underscore root causes for recent events in our region and around the country. The fruits of the work undertaken through these grants will address *the issues related to the development of sustainable urbanism in our communities*, including, but not limited to, the racial, economic, legal, and political issues that underlie it.

Sustainable Urbanism as defined by FASF

Proposals are welcomed that investigate the urban core in the United States or globally. This includes the built environment, segregation, and other spatial practices; health, educational and economic disparities; how race and other identity categories such as gender and class are operative; policing and other legal issues; and economic development. Proposals are welcomed that investigate the root causes of these issues; that recommend solutions; and that consider meaning and issues of representation and documentation.

II. Eligibility:

All Washington University faculty members, including adjunct faculty, may serve as a principal investigator and submit proposals. Although faculty members are encouraged to consider partnerships with other institutions or organizations in the region to increase impact, e.g. museums, higher education institutions, high schools, community service organizations, all grants must have a Washington University faculty member in leadership as principal investigator.

Faculty members may apply for support in multiple rounds or in the same year under different categories, providing the same proposal is not submitted in multiple categories. Faculty members submitting multiple grants and/or serving as a partner in multiple grants must demonstrate sufficient differentiation and novelty between proposals for consideration.

III. Types of Awards:

Proposals will be accepted in three major areas:

1. *Curriculum Development*: Proposals in this area will request funding to support efforts such as the development of curriculum for new or existing courses, the creation of text book chapters of instructional materials to assist with the pedagogical mission of the university in targeted areas, etc. Principal investigators are asked to seek the support of their school dean for curriculum development proposals prior to submission. Proposals from Arts & Sciences should seek support from their department / program chair and the school dean. Proposals from the medical school should seek support from **Alison Whelan**, Senior Associate Dean for Education.
2. *Research*: Proposals in this area will request funding to support research efforts that touch upon the root causes of recent events in our region. These efforts may include the early development of pilot projects that serve as seed opportunities for larger grant pursuits. Though seeking additional funding beyond the seed grant is not a requirement, opportunities to leverage the seed investment beyond the grant period will be favorably considered.
3. *Academic Residencies*: Proposals in this area will request funding to support residencies by visiting scholars to do research pertaining to Ferguson and/or sustainable urbanism. Residencies will be fixed-term, for either continuous or intermittent periods. The residency may include public lectures or seminars by the visiting scholars to increase the immediate impact on the entire community of their residency.
Grant proposals for residencies should clearly outline:
 - the mechanism for public impact;
 - why local scholars/experts cannot have the same impact;
 - the key partners/organizations/communities with which the scholar will interact in St. Louis;
 - how the residency will influence the scholar’s short-term and/or long-term research and workPrincipal investigators are asked to seek the support of their school dean for academic residencies proposals prior to submission. Proposals from Arts & Sciences should seek support from their department / program chair and the school dean. Proposals from the medical school should seek support from **Alison Whelan**, Senior Associate Dean for Education.

IV. Available Funds

Seed grants may be awarded in an amount of up to \$7,500. Larger amounts may be considered to fund academic projects of greater scale and impact. Proposals seeking greater amounts must make a rigorous case for the additional funding.

Opportunities for Supplemental Funding

Individual investigator proposals are welcomed. Should a project proposal require a larger scope of work, the following supplements may be a fit for the proposal.

Additional partner institutions of higher education

Proposals submitted in collaboration with up to 2 additional higher education institutions will be considered for an increase in total funding.

- One additional higher education institutional partner (2 entities total) are eligible for a 10% premium on the maximum award.
- Two additional higher education partners (3 entities total) are eligible for an additional 15% premium on the maximum award.

Faculty may also partner with individuals who do not have an academic institutional affiliation, although these will not receive the multiplier.

Gephardt Institute for Civic and Community Engagement

Curriculum Development proposals that support community -engaged curriculum development may qualify for a matching grant (matched 1:1) from the Gephardt Institute for Civic and Community Engagement. Principal investigators seeking matching fund from the Gephardt Institute for Civic and Community Engagement should contact **Matthew Bakko**, Research Manager & Instructional Specialist, in advance of grant submission to determine if the proposal is a good fit for Gephardt Institute for Civic and Community Engagement matching funds.

Public Health

Proposals that address a problem related to some aspect of public health may qualify for a matching grant (matched 1:1) from the Institute for Public Health. Principal investigators seeking matching funds from the Institute for Public Health should contact **Victoria Anwuri**, Associate Director, Institute of Public Health, or call 314-747-9206, in advance of grant submission to determine if the proposal is a good fit for these matching funds.

Olin Library

Proposals that meaningfully incorporate the University libraries may qualify for a matching grant (matched 1:1) from the Olin Library. Principal investigators seeking matching funds from Olin Library should contact **Rudolph Clay**, Head of Library Diversity Initiatives & Outreach or **Melissa Vetter**, Head of Research Services, in advance of grant submission to determine if the proposal is a good fit for library matching funds.

Olin School of Business

Proposals that address a problem related to business or economic development may qualify for a matching grant (matched 2:1) from the Olin School of Business. Principal investigators seeking matching fund from Olin School of Business should contact **Todd Milbourn**, Professor of Finance, in advance of grant submission to determine if the proposal is a good fit for Olin School of Business matching funds.

Undergraduate Research Internships

In partnership with the Office of the Vice Chancellor for Students, proposals including opportunities for Washington University in St. Louis undergraduate student engagement in the research initiative are encouraged and will be eligible for additional student research funding. These internships will require a faculty sponsor. Principal investigators may identify their own undergraduate interns, subject to approval by the Steering Committee, or may request the Steering Committee identify appropriate interns for them. [Twelve research internship positions of \$3,000 each were awarded].

Graduate Student Research Internships

In partnership with the Offices of the Provost and the Graduate School of Arts and Sciences, proposals including opportunities for Washington University in St. Louis graduate or professional student engagement in a concentrated area of expertise will be eligible for additional research funding. Principal investigators may identify their graduate or professional school students with whom they would like to work, subject to approval by the Steering Committee, or may request the Steering Committee identify appropriate students for them. [Twelve research internship positions of \$3,000 each were awarded].

University College Student Research Internships

In partnership with University College, proposals including opportunities for University College student engagement in the research initiative are encouraged and will be eligible for additional student research funding. [Two student research internships of \$3,000 were awarded].

The Ferguson Academic Seed Grant fund will operate under three rounds of funding:

Spring 2015 | Spring 2016 | Fall 2015 |

Consideration will also be given for small just in time grant requests that may arise between funding rounds. The just in time grants are intended to help address immediate needs of the research community between funding rounds. Large grant requests will remain the purview of regular funding cycles.

V. Proposal Content Guidelines

Proposals should be two pages in length (single spaced, 12 point font, 1" margins). Proposals involving community organizations and/or other educational institutions may include a third page; the third page must be devoted to elaborating the nature, impact,

and role of the partnership.

A proposal shall contain the following information:

1. **Narrative description of the project** that includes the following information:
 - stated purpose and goals,
 - identification of project partners and their contribution,
 - the intellectual underpinnings and relevance to the overall area of sustainable urbanism (described above),
 - the proposed methodology
 - the content and form of the proposed work,
 - the desired milestones during the term of the grant,
 - challenges and limitations of the proposal, and
 - specific outcomes, deliverables and evaluation criteria
2. **For Academic Residencies and Curriculum Development** proposals, principal investigators are asked to seek school deans' support prior to submission. Evidence of support (letter/ e-mail correspondence) can be uploaded on the grant application page. FASF funds are not currently structured to support release time for teaching new courses. Proposals from Arts & Sciences should seek support from their department / program chair and the school dean. Proposals from the medical school should seek support from **Alison Whelan**, Senior Associate Dean for Education.
3. **Short Biographical Sketch** for all participants, including invited scholars.
4. **Budget and Timeline for the project.** Projects are generally up to \$7,500. For projects that are proposed to exceed the stated maximum amount, a justification for the larger grant size that describes increased impact must be made. We recommend that no more than 20% of grant funds be used for salary. All funds should be expended within a 12-month grant period. Exceptions must be explicitly justified and approved. All funds from the FASF must be expended by June 30, 2017.

VI. Proposal Submission

Proposals must be **submitted online**. Proposals must be received no later than 11:59PM Central Time on the stated proposal due date for the round. Late proposals will not be accepted. Proposals that do not conform to the proposal requirements may be rejected without review.

VII. Review Criteria

Proposals will be evaluated using the following criteria:

1. Does the proposal provide a clear and discernible set of goals and objectives related to sustainable urbanism, as defined in the Purpose section, above?
2. Is the proposed project significant? (i.e., does the project address an important problem or barrier to progress? If the project achieves its goals, will knowledge, systems, or human wellbeing be improved?)
3. Will the project contribute novel and original ideas about sustainable urbanism?

4. Can the proposed project be reasonably completed in the stated timeline and budget?
5. Does this project leverage or engage other regional partners?

VII. Final Report and Deliverables

A one page final report shall be submitted for all funded proposals within 45 days of the conclusion of the grant. The report should include a clear statement of accomplishments on the basis of the funding, and a paragraph on future enhancements to the funding process. It should also include a description of the planned deliverable, in a tangible format, and an expected time frame for its submission. Potential deliverables include, e.g., papers; book chapters; revised or new syllabi; recordings; installations or exhibits; documentation of conferences, symposia, or residencies. Acknowledgement for funding shall be included in all publicity for funded proposals. ["This project was supported in part by the Washington University in St. Louis Ferguson Academic Seed Grant Program through the Offices of the Chancellor and Provost"]. It is anticipated that deliverables will be deposited in an archive, under development.

Principal investigators will write a 200 word blog or do a brief podcast interview for the voices.wustl.edu website.

Questions

Email: fergusonseedfund@wustl.edu

FASF FAQs

What is Sustainable Urbanism as defined by the FASF grant?

Proposals are welcomed that investigate the urban core in the United States or globally. This includes the built environment, segregation, and other spatial practices; health, educational and economic disparities; how race and other identity categories such as gender and class are operative; policing and other legal issues; and economic development. Proposals are welcome that investigate the root causes of these issues; that recommend solutions; and that consider meaning and issues of representation and documentation.

Who can act as a PI on a grant?

All Washington University faculty members including adjunct faculty may serve as a principal investigator and submit proposals.

What happens should a PI no longer be able to serve as a PI for a grant?

Should the PI require a change in status due to long or short term absence or change in status with the university, the PI should prepare a transition plan and submit that to the FASF Steering Committee for review. The plan should include recommendations for a new or temporary PI, the expected term of service coincident with the grant, and acknowledgment that the proposed PI has agreed to the terms and responsibilities

outlined in the proposal. The Steering Committee will review the transition proposal and determine acceptability. Should the plan be deemed unacceptable, the committee may request an alternate transition plan, implement an administrative transition plan, or terminate the award. Given the nature of the grants, the committee will work to determine if the transition plan under consideration allows the grant to continue to operate in the spirit under which the original proposal was awarded.

Can a faculty member act as a PI for two different grants?

Yes – a single Washington University faculty member including adjunct faculty member may serve as a principal investigator on more than one grant.

What is the role of the PI on the grant?

The PI serves as the principal liaison to the steering committee and the work proposed. The PI assumes responsibility for supervising the undertaking of the work in the proposals and the adhering to the rules, guidelines, and stipulations of the grant award including providing a written report and deliverables at the end of the grant period. The PI will be responsible for maintaining an accounting of uses of funds provided under the award and any matching funds associated with the grant. Each award must have a Washington University Faculty member as the PI. Additional investigators and co-PIs may be named, but the WU PI will be the principal liaison to the steering committee.

Can the same grant be submitted under more than one category? Is there a penalty for doing so?

No, the same grant cannot be submitted for review to more than one category

Can a student organization apply for grant funds?

No, a student organization cannot apply as a PI on a FASF grant. Every grant MUST have a Washington University P.I.

What are the grant award categories?

Proposals will be accepted in three major areas:

1. *Curriculum Development:* Proposals in this area will request funding to support efforts such as the development of curriculum for new or existing courses, the creation of text book chapters of instructional materials to assist with the pedagogical mission of the university in targeted areas, etc. Principal investigators are asked to seek the support of their school dean for curriculum development proposals prior to submission. Proposals from Arts & Sciences should seek support from their department / program chair and the school dean. Proposals from the medical school should seek support from **Alison Whelan**, Senior Associate Dean for Education.
2. *Research:* Proposals in this area will request funding to support research efforts that touch upon the root causes of recent events in our region. These efforts may include the early development of pilot projects that serve as seed opportunities for larger grant pursuits. Though seeking additional funding beyond the seed grant is not a requirement, opportunities to leverage the seed investment beyond the grant period will be favorably considered.
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sustainable urbanism. Residencies will be fixed-term, for either continuous or intermittent periods. The residency may include public lectures or seminars by the visiting scholars to increase the immediate impact on the entire community of their residency.

Grant proposals for residencies should clearly outline:

- the mechanism for public impact;
- why local scholars/experts cannot have the same impact;
- the key partners/organizations/communities with which the scholar will interact in St. Louis;
- how the residency will influence the scholar's short-term and/or long-term research and work

Principal investigators are asked to seek the support of their school dean for academic residencies proposals prior to submission. Proposals from Arts & Sciences should seek support from their department / program chair and the school dean. Proposals from the medical school should seek support from **Alison Whelan**, Senior Associate Dean for Education.

**Can a PI ask for both an undergraduate and graduate student on a grant?
Can a grant request more than one student?**

Yes

Can undergraduate and graduate students who are not currently enrolled students at Washington University in St. Louis be considered for an internship on a FASF grant?

No, only undergraduate and graduate students currently enrolled at Washington University in St. Louis can be considered or nominated to work on as an intern on a FASF grant.

Should I develop my grant budget based on the expectation of receiving matched funding or based on the FASF base limit of \$7,500?

The budget should be based on a maximum award of \$7500. The proposal should indicate that they seek matching funds and provide an addendum budget up to \$15,000.

How should I address budget concerns if I believe that my proposal is eligible for matching funds from the Institute of Public Health?

Proposals that address a problem related to some aspect of public health may qualify for a matching grant (matched 1:1) from the Institute for Public Health. Principal investigators seeking matching funds from the Institute for Public Health should contact **Victoria Anwuri**, Associate Director, Institute of Public Health, or call 314-747-9206, in advance of grant submission to determine if the proposal is a good fit for these matching funds. Should it be determined that this is a good fit for IPH, complete the appropriate fields in the application form and then you should include in your budget the amount of the Institute of Public Health match request.

How should I address budget concerns if I believe that my proposal is eligible for matching funds from the Institute of University Libraries?

Proposals that meaningfully incorporate the University libraries may qualify for a matching grant (matched 1:1) from the Olin Library. Principal investigators seeking matching funds from Olin Library should contact **Rudolph Clay**, Head of Library

Diversity Initiatives & Outreach or **Melissa Vetter**, Head of Research Services, in advance of grant submission to determine if the proposal is a good fit for library matching funds. Should it be determined that this is a good fit for University libraries, complete the appropriate fields in the application form and then you should include in your budget the amount of the University Library match request.

How should I address budget concerns if I believe that my proposal is eligible for matching funds from the Institute of University Olin School of Business?

Proposals that address a problem related to business or economic development may qualify for a matching grant (matched 2:1) from the Olin School of Business. Principal investigators seeking matching fund from Olin School of Business should contact **Todd Milbourn**, Professor of Finance, in advance of grant submission to determine if the proposal is a good fit for Olin School of Business matching funds. Should it be determined that this is a good fit for University libraries, complete the appropriate fields in the application form and then you should include in your budget the amount of the Olin Business School match request.

How will I know if my grant has received matching funds from IPH /Libraries /Olin Business School ?

You will be notified at the time of the award if matching funds are included and the amount of the match.

Are there any restrictions as to the use of grant funds?

Grants are subject to University rules and guidelines.

Can grant funds be used to pay salaries?

Grant funds are generally not expected to cover salary compensation; however, this is not prohibited under the terms of the grant. As a rule of thumb, salary and compensation should be kept to less than 20% of the award amount.

What is the process for interested professional, graduate and undergraduate students applying for an internship position?

Funded grants will be announce and posted on November 14, 2015. Approved grants that have requested a call for interns will be posted on the website. Interested students will have two weeks to submit applications to work with funded grants. Applications will be forwarded directly to faculty principal investigators for selection. Student internships will be announced by December, 12.

What is the length of time for these internship positions?

Internships may last for the tenure of the grant

When will the FASF grants funds be awarded?

All FASF grants funds are expected to be disbursed to approved grants no later June 20th 2016

When will approved funding be disbursed?

Approved funds will be disbursed within 5 business days to the department and fund number specified following the receipt of all finalized grant documents and agreement

When will I need to have expended all my grant funds?

All disbursed FASF must be expended as per the agreed upon dates on the final approved grant document and no later than June 30, 2017.

When will reporting and deliverables on the grant be due?

A one page final report shall be submitted for all funded proposals within 45 days of the conclusion of the grant. The report should include a clear statement of accomplishments on the basis of the funding, and a paragraph on future enhancements to the funding process. It should also include a description of the planned deliverable, in a tangible format, and an expected time frame for its submission. Potential deliverables include, e.g., papers; book chapters; revised or new syllabi; recordings; installations or exhibits; documentation of conferences, symposia, or residencies. Acknowledgement for funding shall be included in all publicity for funded proposals. ["This project was supported in part by the Washington University in St. Louis Ferguson Academic Seed Grant Program through the Offices of the Chancellor and Provost"]. It is anticipated that deliverables will be deposited in an archive, under development.

Principal investigators will write a 200 word blog or do a brief podcast interview for the voices.wustl.edu website. This deliverable has a variable date.