



CALL FOR PROPOSALS

Hostos Research Center (HRC) Committee on Sponsored Programs and Grants (CSPG)

IDEAS Project Development Award

Innovating, **D**eveloping and **E**xecuting **A**ctions with **S**uccess

Program Solicitation

The **Hostos Research Center (HRC)** and the **Committee on Sponsored Programs and Grants (CSPG)** invite Faculty and Staff to submit **IDEAS** – Innovating, **D**eveloping and **E**xecuting **A**ctions with **S**uccess Project proposals addressing institutional needs and/or current research questions with potential to be translated and materialized into external funding opportunities.

Each HRC-CSPG – IDEAS Project will receive \$1,000 or \$2,000 (see below Award Information) as a summer 2022 stipend / start-up funding to develop a grant proposal to be submitted to an external funding opportunity. This initiative is aligned with the HRC-CSPG’s mission of fostering a sustained institutional grants culture by creating an environment to encourage everyone to apply successfully for grants. Collaborative research including intra- and inter-departmental/division collaboration, and team building initiatives are welcome.

Award Information

Anticipated Funding Amount: \$10,000

Award Amount: Individual submission \$1,000 and team submission (i.e., two or more individuals) up to \$2,000.

Eligibility Information

Who May Submit Proposals: All faculty and staff are eligible.

Proposal Deadline: Tuesday, May 31, 2022, at 11:59 PM. See Proposal Preparation Instructions section outlined below.

Award Notification: Wednesday, June 15, 2022. HRC-CSPG award decision will be communicated to applicants by email.



Proposal Preparation Instructions

Proposals should be no more than **two pages long** and should include the following sections:

- 1) **Project Title**
- 2) **Abstract** – Up to 200-word limit snapshot of the project including rationale, objectives/hypothesis, activities/methodology, expected outcomes.
- 3) **Project Narrative** | No more than **two pages long** and should include the following sections:
 - a) **Rationale for the project** – What is the problem(s) / need(s) you will address? Any relationship to previous work (your work or others' work)? What is(are) the overarching goal(s)?
 - b) **Objectives | Hypothesis** – The specific actions and measurable steps needed to achieve the goal(s). | If research component, what is the research question you will explore?
 - c) **Activities | Methodology** – How will the problem(s) / need(s) be solved? Activities to achieve objectives and goal(s). | If research component, the Research Methods to explore the research question/hypothesis.
 - d) **Timeline for the work** (e.g., biweekly, month by month) – Keep in mind that this is short-term project of about 3.5 months.
 - e) **Future Plan** – Identify potential external funding opportunities and programs (e.g., NSF, NIH, NEH, Gates Foundation). Next steps to take when funds end. Provide a brief explanation why the identified funding opportunity is appropriate for the current proposal.
- 4) **References** – Provide literature used to craft/back up project narrative.
- 5) **Biosketch** – Two-page long biosketch (NSF-style format).

Proposal Font, Spacing and Margin Requirements (NSF-style format)

The proposal should meet the following requirements:

- a) Use one of the following fonts:
 - Arial (not Arial Narrow) at a font size of 10 points or larger; or
 - Times New Roman at a font size of 11 points or larger.
- b) Margins, in all directions, must be at least an inch.
- c) Single spaced format.
- d) Paper size must be no larger than standard letter paper size (8 1/2 by 11").

Submission Portal

Please click [here](#) to access the **IDEAS Project Application Template**.

Please click [here](#) to submit **IDEAS Project Development Award**.



RESEARCH CENTER & COMMITTEE ON SPONSORED PROGRAMS AND GRANTS

Contacts

CSPG Co-Chairs

Professor Yoel Rodríguez, Ph.D. | Email: yrodriguez@hostos.cuny.edu

President Daisy Cocco De Filippis, Ph.D. | Email: president@hostos.cuny.edu

Expectations for Winning Awards

To make meaningful progress on the development of a grant application based on the awarded project proposal, to be submitted to an external funding source. A summary of the progress of the grant application, including any potential funding sources, is to be submitted to HRC-CSPG **on or before Friday, September 30, 2022.**

Please click [here](#) to access the **2021 IDEAS Winning Proposals | Abstracts.**