UNIVERSITY OF ALASKA
AY23 FACULTY INITIATIVE FUND
REQUEST FOR PROPOSALS

1. SUMMARY AND BACKGROUND

A financial commitment of at least $300,000 by the University of Alaska (UA) for FY23 to promote inter-university/college collaborations within a university for teaching, research and scholarly endeavors, student engagement, and community partnership to reduce the cost of a degree and promote internship opportunities for students. The commitment is identified as the Faculty Initiative Fund (FIF) and may also serve as seed money toward the procurement of external grants and contracts.

System-wide projects that develop, facilitate, and sustain effective and innovative efforts to meet the University's academic mission and goals are also eligible for the FIF. These projects are intended to utilize the intellectual resources of UA faculty to address challenging issues of academic importance, including educational accessibility, course content, the cost-effectiveness of course delivery, and other initiatives that enhance UA's service to the state. In addition, traditional professional development opportunities and those focused on engagement and collaboration among faculty at all three universities are crucial to maintaining academic innovation, quality, and rigor.

The purpose of this request for proposals (RFP) is to provide an equal opportunity for FIF distribution to eligible faculty to 1) build the intellectual capital of UA through basic and applied research, 2) develop high-impact pedagogical practices, 3) generate new professional development initiatives for faculty that will establish and maintain collaborations across the system or 4) build on existing system-wide collaborative activities.

2. PROPOSAL GUIDELINES

The 2023 FIF has two tiers based on the size and scope of the project and budget.

Tier I: 12-month-long projects with a budget of no more than $30,000 (at least five (5) awards available)

Tier II: Smaller projects are either smaller mini-projects or seed funds for larger projects with budgets of no more than $10,000 (at least fifteen (15) awards available). Proposals serving the UA mission and falling within the following categories will be accepted for consideration of funding through the FIF:

1. Inter-university collaborations or inter-college collaborations within a university.
2. Scholarly endeavors and student engagement
3. Start-up funds to promote obtainment of external grants and contracts or other cost-reducing measures
4. Projects that show a community partnership(s)

These activities may include basic and applied research, research and/or development of high-impact pedagogical practices.

A complete proposal will include the following:

1. A descriptive title and abstract. Identify which Tier (I or II). The abstract must identify the goal(s) of the proposed activity and describe the major steps required to meet the goal(s).

2. A detailed proposal not exceeding five pages in length. All successful proposals will include thorough descriptions of how the proposed activity or activities will serve the UA mission. The narrative should address the criteria for review listed below. Proposals requesting funding for research may involve single or multiple investigators. Inter-university collaborative research efforts are highly encouraged. Submissions describing inter-university professional development activities that serve the goals of course alignment, course sharing, and or the establishment of new or improvement of existing learning networks are strongly encouraged.

3. A budget that includes personnel, supplies, travel, and contractual services.

4. A CV or short bio of no more than two pages for all investigators. The brief biography of the principal investigator (PI) will be listed first.

5. Approval of the supervisor (dean/director) of each investigator on the proposal that indicates support of the scope of the proposal and workload.

The Amount, Duration, and Expectations of the Award:

All funds awarded must be expended by the end of the award period. Moreover, a formal request for a project extension must be made to the respective unit(s), Dean(s), or Director(s) for approval.

Efforts will be made toward a diversity of disciplinary representation and equitable distribution across the three universities.

Faculty are limited to serving as PI on one proposal. However, they may serve as a co-PI on one additional proposal but may receive funding for their work on only one proposal. Faculty workload hours committed to the project must be acknowledged in writing by all of the relevant unit(s)' Dean(s) or Director(s) and included with the submission. Research assistants may receive hourly compensation for work on the project; undergraduates may commit 20 hours per week during the fall and spring semesters and 40 hours per week during the summer. Undergraduate wages will be provided according to the current wage schedules. Graduate student wages will be provided according to existing university guidelines.

Awards cannot be used for: (a) personal expenses, (b) academic expenses such as classroom textbooks, or (c) travel unrelated to the funded project. Travel that supports the goal of the

proposed activity may be supported. F&A/indirect costs are not allowable under this funding opportunity.

Proposal and Report Format Requirements:

Please use one of the following typefaces identified below:
- Arial, Courier New, or Palatino Linotype at a font size of 10 points or larger;
- Times New Roman at a font size of 11 points or larger; or
- Computer Modern family of fonts at 11 points or larger font size.

1. A font size of less than 10 points may be used for mathematical formulas or equations, figures, table or diagram captions, and when using a Symbol font to insert Greek letters or special characters. However, the text must still be readable.
2. Paper Size and Page Margins: Use standard paper size (8 ½" x 11"). Use at least one-inch margins (top, bottom, left, and right) for all pages. No information other than page numbers should appear in the margins, including the PI's name.
3. Page Formatting: Use only a standard, single-spaced, single-column format for the text. Number all pages sequentially and center them at the bottom of each page.
4. Figures, Graphs, Diagrams, Charts, Tables, Figure Legends, and Footnotes: You may use a smaller type size, but it must be in black font color, readily legible, and follow the font typeface requirement. Color can be used in figures; however, all text must be in a black font, clear and legible.
5. Grantsmanship: Use English and avoid jargon. If terms are not universally known, spell out the term the first time it is used and note the appropriate abbreviation in parentheses. The abbreviation may be used after that.

3. PROJECT PURPOSE AND DESCRIPTION

The 2022-2023 Faculty Initiative Fund will support projects that promote inter-university/college collaborations within a university for teaching, research and scholarly endeavors, student engagement, and community partnership to reduce the cost to degree and promote student internship opportunities. Requests for seed money toward the procurement of external grants and contracts also qualify for this funding. In addition, FIF-funded projects aimed at an institutionalized environment of cross-campus communication that inspires learning, advances, and disseminates knowledge while fostering the exchange and advancement of new, more efficient approaches to educating Alaskans and engendering high academic standards will be considered. System-wide projects that develop, facilitate, and sustain effective and innovative efforts to meet the University's educational mission and goals are also eligible. Specifically, the purpose of this funding opportunity is to 1) build the intellectual capital of UA through basic and applied research, 2) develop high-impact pedagogical practices, 3) generate new professional development programs for faculty that will establish and maintain collaborations across the system or 4) build on existing system-wide collaborative programs.

UA Mission: The University of Alaska inspires learning, and advances and disseminates knowledge through teaching, research, and public service, emphasizing the North and its diverse peoples.

4. PROJECT SCOPE

The project scope should describe the project rationale and design with details regarding venue requirements, travel needs, consultant/speaker/contracting fees, project supplies, administrative support, and workload expectations of participating faculty. Detailed descriptions of the project's completion timeframe and the project management methodology are required. The project management methodology should delineate the leadership role(s), major activities of the PI (or PIs), and the major duties of supporting personnel.

Community-based proposals must indicate the degree of collaboration, describe how the project will be developed and implemented, and address how the non-UA partners will contribute to the project's overall goals and UA mission.

5. REQUEST FOR PROPOSAL AND PROJECT TIMELINE

All proposals in response to this RFP are due to the Office of Academics, Students & Research no later than 5 p.m. on November 7, 2022. The review period will end on December 12, 2022, with awards announced on December 19, 2022. All applications must be submitted via Google Forms or by emailing a PDF to the Office of Academics, Students & Research Office (kajames6@alaska.edu). All submissions will receive an email confirmation of receipt within two business days. Disbursement of project funds may begin on January 9, 2023.

Award funds are to be expended by the deadline in the application. Project extensions may be granted through formal requests made to the appropriate College Dean(s) no later than 30 days before the original end date of the project. Project extensions may be no more than 12 months in length.

6. BUDGET (including budget justification)

The budget should be detailed and include the following: total personnel services, including benefits, allowable travel; contractual; commodities; and other categories as appropriate. The budget narrative should explain and justify the budget and demonstrate that the proposed budget is adequate. The combined budget and budget justification should be no longer than three pages. Proposed expenditures should comply with all UA policies and regulations. For assistance, please get in touch with the Office of Grants and Contract Administration.

7. INVESTIGATOR QUALIFICATIONS

The principal investigator must be a UA faculty member. Collaborators not affiliated with the UA system may not exceed 20% of the total workforce or receive more than 10% of the total award value. Proposals must include an acknowledgment from the appropriate dean or director that workload issues of the relevant faculty have been discussed and agreed upon.

Participating investigators must provide biographical information in an abbreviated CV or short bio. The short biography may be no more than two pages in length per participant. A traditional format is highly recommended (e.g., NSF format).

8. PROPOSAL EVALUATION CRITERIA

At least three reviewers will review all proposals: these will include at least one faculty member with expertise in the proposed area and two other faculty members selected by the Faculty Senates and UA Faculty Alliance. Project proposals will be reviewed according to the review criteria listed below and scored by the review team. Selected submissions will move forward to the UA Faculty Alliance for funding recommendation.

The Review Criteria Are:

A. Overall Impact: What is the likelihood that the project will exert a sustained, powerful influence on the ability of UA to meet its academic mission and contribute to the development of a culture of education in Alaska? How will the project contribute to the Board of Regents' strategic goals for UA? How will the achievements of the project be communicated to the UA community?

B. Significance: How does the proposed activity serve the UA mission of teaching, research, and service? For example, what are the benefits for the home institution and the university system? Does the project advance research, creative activity, performance, or other scholarly endeavors?

C. Collaboration: If the project is based on collaboration across the UA system, how will it be implemented? How will it address existing barriers to inter-campus opportunities for professional growth, collaborative research, and joint efforts at creative activity or aligned academic outcomes? Does the project include non-UA collaborators? If so, how do they contribute to the project's goals and the UA mission?

D. Investigator(s): Are the PIs, collaborators, and other researchers well suited to the project? Do they have appropriate experience and training? If established in the field of study proposed, have they demonstrated an ongoing record of accomplishments that suggests successful completion of the proposed activities? Do the investigators have complementary and integrated expertise; is their leadership approach and organizational structure appropriate for the project?

E. Innovation: Does the proposal support or lead to innovative approaches or methodologies? Does the project have the potential for intellectual property, technology transfer, or commercialization?

F. Approach: Are the overall strategy and methodology well-reasoned and appropriate to accomplish the project's specific aims?

G. Budget and Period Support: Reviewers will consider whether the budget and the requested support period are fully justified and reasonable for the proposed research.

9. REPORTING

Final reports are due to the Faculty Alliance Chair and Office of Academics, Students & Research Office by December 31, 2023.