2017-2018 VPR SPECIAL RESEARCH GRANTS
for Tenured and Tenure-track Faculty
Request for Proposals

Awards up to $750.00

To apply, visit InfoReady Review competition page beginning September 1, 2017.

Purpose
To provide modest research support for specific projects of individual tenured and tenure-track faculty members. These grants are intended to cover unanticipated costs or special needs.

Funding
Funds for VPR Special Research Grants (SRGs) are provided by and are administered by the Office of the Vice President for Research (VPR). Funding is limited, so early applications (accepted beginning September 1, 2017) are more likely to be funded than those submitted later. When designated SRG funds are depleted, no additional awards can be made. At the latest, applications will not be accepted after May 31, 2018. SRGs cannot exceed $750.

Application
Submit a complete, signed application and one-page curriculum vitae via InfoReady Review.

You should receive an acknowledgement of receipt within three business days of submission.

Review Criteria:
- SRG applications will be reviewed on the basis of merit to the discipline and relevance to the University’s research mission.
- A SRG recipient can receive only one SRG per academic year and no more than three in any five-year period. Collaborative projects can only be funded once in the same academic year.
- An applicant cannot receive both a VPR Research and Creative Grant (RCG) and an SRG in the same academic year (i.e., September 1, 2017, through August 31, 2018). If applying to both an RCG and an SRG, the SRG will be placed on hold until RCG award determination is made.
- Applicants cannot receive SRGs for the same project in multiple award cycles.

Budget
Allowable Costs
- Travel to research site beyond Austin area.
- Research equipment, supplies, and materials.
• Highly specialized computer software required for the project. Note that the University retains ownership of all equipment and/or software acquired with SRG funds, which will remain the property of the researcher’s department.
• Salary for research assistants, translators, transcribers, or technicians.

Unallowable Costs
• Researcher’s salary or fringe benefits.
• Fellowships, scholarships, tuition, fees, or student travel.
• Books, journal subscriptions, music tapes, CDs, or DVDs.
• Any expense related to book publication including indexing, page charges, reprints, or book subventions.
• Computer time, hardware, software (unless highly specialized), or computer peripherals.
• Travel or registration costs for professional conferences, meetings, classes, or symposia.
• Professional membership fees.
• Entertainment expenses (e.g., refreshments, etc.)
• Office supplies unless specifically required for the proposed projects.
• Any expenses not allowed in an indirect cost account.

Award
Disbursement of Awarded Funds
SRGs become effective upon award notification. If applicable and an award is made, required IRB (human subjects), IBC (biohazardous material), or IACUC (animal subjects) approval must be submitted to the VPR prior to disbursement of SRG funds to the recipient. The funded project cannot begin until approval is granted by the appropriate institutional agent and proof of approval has been provided to the VPR.

SRG funding ends on August 31, 2018. Carryovers and extensions are not possible.

Administration of Awarded Funds
• SRGs are not cash awards. Funds are made available through an indirect cost account established by the Office of Accounting in the department’s name specifically for containing VPR awards. In expending these funds, all regulations governing expenditures of State funds must be observed.
• Reimbursement for items purchased with personal funds is not permitted from SRG funds, except in the case of travel expenses. Travel expenses paid from SRG funds are subject to the same regulations as travel expenses paid from State-funded departmental travel accounts. Requests for Travel Authorization (VE5) require prior approval.
• Employment of research assistants, technicians, and other research support staff must be in accordance with established University regulations. Travel reimbursement is only available to the award recipient.
• Production of fiscal documents (purchase orders, requisitions, travel vouchers, personnel appointment forms, vouchers, etc.) and accounting for the grant is the responsibility of the award recipient and his/her departmental accounting contact.
Final Report

A completed final report is due to the Office of the Vice President for Research by July 31, 2018. Those missing final reports will be ineligible for future VPR Special Research Grants and VPR Research and Creative Grants.

For More Information: Contact VPRcompetitions@austin.utexas.edu.