



TUFTS CREATE SOLUTIONS: REQUEST FOR PROPOSALS

# Seed Grants & Flagship Publications

Proposals due: **Monday, April 17, 2023, 11:59 PM**

Funding decisions by: **Friday, May 1, 2023**

For questions or to submit a proposal: [createsolutions@tufts.edu](mailto:createsolutions@tufts.edu)

With support from Tufts University's Office of the Vice Provost for Research (OVPR) by way of the Research and Scholarship Strategic Plan (RSSP), Tufts CREATE Solutions is pleased to invite proposals for the following **two opportunities**: seed grants and flagship publications.

About the Seed Grants	About the Flagship Series
<p>We invite climate-related seed grant proposals from faculty from all disciplines who seek to start innovative research projects and collect preliminary data necessary to secure extramural funding. Preference will be given to applications that (1) foster collaborative and interdisciplinary research, and (2) are likely to lead to new research grants from extramural sources. Applications must explicitly address how seed funding brings together faculty across interdisciplinary boundaries and how the seed funding will facilitate efforts to secure new or additional sponsored research grants.</p>	<p>The CREATE Solutions flagship publication series aims to be a “how-to” series for a range of climate-related topics. The goal is to elucidate how research at Tufts can contribute solutions to climate-related issues. Syntheses of existing scholarly research that clarifies what we know about how to address particular climate problems would also be within the scope of the series. This funding is intended for teams of researchers who have completed the vast majority of the scholarship necessary to put together the paper, and who are prepared to start immediately with writing.</p>

## About Tufts CREATE Solutions

[Tufts CREATE \(Climate, Renewable Energy, Agriculture, Technology, and Ecology\) Solutions](#) is an initiative that builds on Tufts' strong research programs in climate, renewable energy, sustainability, agriculture, technology, policy, economics, and ecology. The mission of CREATE Solutions is to develop solutions to the global climate change emergency by fostering transdisciplinary research collaboration across all schools at Tufts. Our research responds to the integrated nature of the technical, environmental, and societal challenges we face. We aim to develop innovative approaches to prevent catastrophic climate change, increase resilience to climate change, advance the low-carbon transition, promote social justice in addressing climate change, and educate a new generation of leaders who can generate new knowledge and provide solutions.

## Proposal Requirements and Submission

**Deadline for Submission:** Monday, April 17, 2023, 11:59 PM

**Submission:** By email to [createsolutions@tufts.edu](mailto:createsolutions@tufts.edu)

**Content:** Proposals must include the following sections:

- I. **Proposal Document** (please use the [template provided](#))
  - a. **Cover Page**
  - b. **Project Description** (no more than two single-spaced pages). Describe the proposed project including goals, background, team members, and a timeline. Describe how the project matches against the below-mentioned review criteria.
  - c. **Budget Justification** (no more than one single-spaced page). Describe each budget item, any in-kind contributions to the project from any other grant, school, or department, and any previous funding provided by the OVPR for this or related projects.
- II. **Budget Form** (please use the [template provided](#))
- III. **CVs.** Include a CV for each significant collaborator

**Review Process:** The CREATE Solutions Faculty Research Leadership Team will serve as the review committee evaluating submitted proposals and expects to make funding decisions by **May 1, 2023**. Any Faculty Research Leadership Team member who submits a proposal will recuse themselves from the review of that proposal and identify another relevant faculty member to serve as an evaluator.

Seed Grants	Flagship Publications
<b>Review Criteria</b>	
<ul style="list-style-type: none"> <li>• Feasibility and clarity of a pathway by which the seed grant will lead to new research grants from extramural sources.</li> <li>• Originality and clarity of the research plan, methods, and hypotheses.</li> <li>• Use of evaluation methods for assessing outcomes and impact, where relevant.</li> </ul>	<ul style="list-style-type: none"> <li>• Readiness to enter writing stage. Because we are seeking projects ready to enter the writing and publication stage, researchers should have existing findings outlined in the proposal.</li> <li>• The proposed publication must clearly explain a solution to a climate-related problem that derives from scholarly activities.</li> </ul>
<ul style="list-style-type: none"> <li>• Intellectual merit and originality in advancing knowledge in the CREATE Solutions research area.</li> <li>• Degree of collaboration across traditional disciplines, with a preference for cross-disciplinary teams, rather than individuals.</li> <li>• Level of innovation and originality (within academic field and/or Tufts community).</li> <li>• Degree to which the project raises the reputation of Tufts University as a leader in developing solutions that address climate-related concerns.</li> <li>• Qualifications of the principal investigators and the rest of the team.</li> <li>• Feasibility of timeline and activities.</li> <li>• Appropriateness of budget allocations.</li> <li>• Impact on Tufts as measured in part by the degree to which the collaboration promises to lead to other important outcomes.</li> </ul>	

Seed Grants	Flagship Publications
<b>Eligibility</b>	
<p>Any Tufts faculty member active in scholarship and research with a primary appointment at Tufts University is eligible to apply. Eligible projects may include both new interdisciplinary collaborations and existing interdisciplinary collaborations involving new areas of research.</p>	<p>Any Tufts doctoral student, postdoctoral scholar, or faculty member active in scholarship and research with a primary appointment at Tufts University is eligible to apply. Project proposals led by doctoral students and postdoctoral scholars must have a faculty advisor.</p>
<b>Timeline</b>	
<p>The proposed seed research period should end by December 31, 2023. Extensions may be possible and can be requested within 60 days of the end date.</p>	<p>Applicants should be prepared to see their work through to the final production and design phase by December 31, 2023.</p>
<b>Budget</b>	
<p>While budget proposals of any amount will be accepted, recommended budgets for seed funding range from \$1,000 to \$15,000.</p>	<p>While budget proposals of any amount will be accepted, recommended budgets for flagship publication funding range from \$1,000 to \$5,000.</p> <p>Applicants need not budget for professional design or printing, as this aspect will be paid for out of the main CREATE Solutions budget and supported by CREATE Solutions staff.</p>

Seed Grants	Flagship Publications
<b>Reporting Requirements</b>	
<p>Seed grant recipients will provide a brief presentation at the Tufts CREATE retreat or special meeting in Fall 2023, which is intended to convey progress and allow for feedback on the project’s continuation, completion, and dissemination.</p> <p>By 60 days after grant end date, grant recipients must provide to the CREATE Solutions Faculty Research Leadership Team a copy of a submitted proposal or the draft of a proposal that was supported by CREATE Solution’s funding, accompanied by the final report described below.</p>	<p>Flagship publication recipients will provide a brief presentation at the Tufts CREATE retreat or special meeting in Fall 2023, which is intended to convey progress and allow for feedback on the project’s continuation, completion, and dissemination.</p> <p>By the grant end date, the final proofs of the publication should be ready for distribution.</p> <p>By 30 days after grant end date, the final report described below should be submitted.</p>
<p>Both types of awards require a final summary report of 2–3 pages, submitted to <a href="mailto:createsolutions@tufts.edu">createsolutions@tufts.edu</a> by 60 days after the end date:</p> <ul style="list-style-type: none"> <li>• describe the work that was accomplished;</li> <li>• describe the outcomes/impact of the collaboration;</li> <li>• describe any plans for ongoing collaboration beyond the funded project;</li> <li>• provide a final accounting of budget expenses by category;</li> <li>• identify specific proposal(s) submitted to external sponsor(s) as a result of the grant (if applicable); and</li> <li>• describe any significant deviation from, or extensions to, the project described in the original proposal.</li> </ul>	

### Conditions for Both Types of Awards

Funds may be used to support reasonable and necessary direct costs to carry out the project. Deviations from the proposed expenditures must be approved by the proposal review committee. The lead researcher or faculty advisor will be financially responsible for managing the award. Funds will be disbursed to the School, department, or center with which the lead researcher or faculty advisor is primarily affiliated. Funds can only be used for the activities described in the proposal, although no-cost extensions and/or re-budgeting with appropriate justification may be requested.

Expenditures for faculty, researcher, and student salaries are permitted according to school unit policies and appropriate approval for each collaborator. Fringe benefits charges for personnel should be included in preparing the budget. Student pay during the summer will be subject to the applicable rate for fringe benefits and this cost should be included in the budget. Student pay during the academic year (September–May) is not subject to fringe benefits.

Generally, the budget *cannot* be used to pay for:

- Indirect costs and overhead
- Computers
- Student Health Insurance
- Alcohol

Recipients are required to comply with all relevant Tufts policies in relation to [allowable expenses](#). Equipment purchases are discouraged but will be considered on an ad hoc basis. Proposed budgets may be subject to modifications prior to award. Funds awarded are subject to relevant University, state, and federal guidelines. Please refer to the [Tufts IP Policy](#) for questions regarding intellectual property. If you are conducting or publishing the results of research with human subjects, your research must have undergone [IRB review](#).