

**STRATEGIC PRIORITIES PLAN**

**VCU QUEST FUND**

**FY 2024 APPLICATION TEMPLATE**

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| **PROJECT TITLE:** | |
| **CORRESPONDING PI:** |  |
| **EMAIL ADDRESS:** |  |

**DIRECTIONS**

* Fill out each section of the application below. All sections are required.
* **Do not modify the margins or font, or font size (Arial 11) of this template.**
* Click in the box beneath the section header and begin typing. The boxes will expand as you type.
* Page allowances are listed, and are adjusted to accommodate the template elements.
* Use copy/paste from any existing documents you have when needed, particularly for the Bio sketch/CV and References Cited sections.
* Save this document as a single PDF before submission to upload to the RAMS-SPOT opportunity.
* **Applications that do not follow the application guidance will not be reviewed.**

1. **PROJECT ABSTRACT OR SPECIFIC AIMS:** Include information on the external funding opportunity targeted. (LIMIT TO 1 PAGE)

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**TEAM PROFILE** (LIMIT SECTIONS II – V TO 4 PAGES)

1. **FULL TEAM ROSTER**

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| List all members of the project team, including name, affiliations (college/school/center/institute) and department. Organize by discipline. Add additional lines as needed. | | | | |
| Name | Role on Project | Affiliation(s) | Department | Discipline |
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1. **TEAM DIVERSITY**

Discuss the diversity of the proposed team, specifically URM and.or minoritized faculty and early-stage investigators. Include how team composition and members specifically contribute to the design of project strategies, operations, evaluation, and dissemination (inclusive of PIs, Co-PIs, Co-Is, collaborators, postdoctoral fellows, and graduate/undergraduate students as applicable).

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1. **PRIOR COLLABORATION HISTORY**

Provide a detailed description of the team’s prior collaboration history as evidenced by co-authored papers, jointly held grants, etc.

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1. **MULTI-PI MANAGEMENT PLAN** (including how conflict will be managed)

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***CONCLUSION OF TEAM PROFILE. PLEASE SECTIONS II - V TOTAL 4 PAGES OR LESS***

**PROJECT PLAN** (LIMIT SECTIONS VI – XI TO 7 PAGES)

1. **BACKGROUND AND SIGNIFICANCE OF CENTRAL RESEARCH THEME**

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1. **IDENTIFY THE** [**ONE VCU STRATEGIC PRIORITIES PLAN INITIATIVE**](https://onevcuresearch.vcu.edu/initiatives)**(S) AND THE SPECIFIC GOAL(S) AND OBJECTIVE(S) THE PROJECT ADVANCES.**

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1. **DESCRIPTION OF PRELIMINARY DATA/FINDINGS/RESULTS AS APPROPRIATE**

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1. **RESEARCH QUESTIONS/METHODOLOGY FOR PROPOSED WORK AS APPROPRIATE**

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1. **SPECIFIC LIST AND DESCRIPTION OF MEASURABLE OUTCOMES/OUTPUTS THAT CAN BE LEVERAGED INTO EXTERNAL SUPPORT, INCLUDING DETAILED EVALUATION PLAN**

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1. **SUSTAINABILITY PLAN**

Description of how project outcomes/outputs will advance the team’s scholarly trajectory/line of inquiry, including specific information on applications for extranal funding, community impact, intellectual property, and/or other outcomes. This section is a leading criterion for award selection and should be sufficiently detailed to show a tangible return on investment within one year of project end date.

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***CONCLUSION OF PROJECT PLAN. PLEASE SECTIONS VII - XI TOTAL 7 PAGES OR LESS***

1. **REFERENCES CITED:** If applicable. Use the citation format appropriate for your field.No page limit.
2. **TIMELINE:** Outline planning activity milestones and timeframes for accomplishment(s) anticipated during the project period (18 months), culminating in submission of the external proposal. Begin with the project start date of July 1, 2024.
3. **BIOGRAPHICAL SKETCHES:** Copy and paste below or add pages as an appendix to the final, single PDF application document (note below). Existing bio sketch or CV documents/formats (including NIH and NSF) are accepted, or you may elect to use our [**Bio Sketch Template**](https://research.vcu.edu/media/office-of-research-and-innovation/srpp/biosketch.docx)**.**
4. **BUDGET AND BUDGET JUSTIFICATION**

Following the budget guidance in the [**VCU Quest RFA**](https://onevcuresearch.vcu.edu/media/one-vcu-research/funding/vcu-quest-rfa.pdf), provide and justify all requested costs associated with the proposed project. Chemicals may be grouped into major categories, such as solvents, radio-labeled compounds, enzymes, antibodies, etc. Add or delete rows in each section as needed but address all required information. If you are requesting NO costs in a category, write “N/A”. Please see the RFA or the Internal Funds website for eligible and ineligible costs.

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| **Personnel.** List all personnel associated with the proposed project. Include a description of their role(s), percent time dedicated to the project, and requested amount. | | | | | |
| Name | Role on Project | % Project Effort | Salary Request | Fringe Benefits | Total Salary + Fringe Request |
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|  | |  |  | Subtotal |  |

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| **Consumable Supplies.** Itemize project supplies that will be purchased with award funds. | | |
| Description | | Total Request |
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|  | Subtotal |  |

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| **Equipment.** Itemize equipment that will be purchased with award funds. | | |
| Description | Unit Price | Total Request |
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|  | Subtotal |  |

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| **Additional Expenses.** Itemize any additional expenses requested. | | |
| Description | | Total Request |
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|  | Subtotal |  |

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| **Cost Share (VCU Quest Fund Only).** Itemized request for match contributions | | | |
| **Unit 1** |  | **Match Request Amount:** |  |
| **Unit 2** |  | **Match Request Amount:** |  |

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|  | Subtotal |  |

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| **Total Funding Request.** (not to exceed the maximum allowable by the fund) |  |

1. **BUDGET JUSTIFICATION:** Justify all costs requested associated with the proposed project.

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1. **CURRENT AND PENDING SUPPORT**

Use this form to itemize all current and pending support associated with the proposed project. The following information should be provided for each Principal Investigator and each Co-Investigator, using separate tables for each. If the investigator has no related external current or pending funding, only complete the first section.Please copy and paste the tables below as needed for each investigator.

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| **Investigator first and last name:**  **School, College, Unit:**  **Department (full name):**  Have you received **any** VCU or VCU Health internal funding within the last 5 years (including awards from colleges, schools, centers, institutes or other programs)?  Yes  No  If yes, please complete the following information for each award: | | | |
| Year awarded | Awarding unit, center, institute or program | Title of funding opportunity | Title of awarded project |
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| **If you have received internal funding** from VCU or VCU Health, did you apply for or receive funding from an external agency (e.g., National Institutes of Health, National Science Foundation, foundations, professional organizations) as a result of an internally funded project?  Yes  No  **If yes,** please list the funding sources to which you have applied or received funding from **related to a previously internally funded project** below: | | | |
| Sponsor | Project/Proposal Title | Amount | Period of Performance (MM/DD/YYY – MM/DD/YYYY) |
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| Has support for **this project** been requested from external agencies (e.g., National Institutes of Health, National Science Foundation, foundations, professional organizations) within the last 5 years?  Yes  No  **If yes,** please list the funding sources to which you have applied or received funding from within the last 5 years with the four highest award amounts below: | | | | |
| Status | Sponsor | Project/Proposal Title | Amount | Period of Performance (MM/DD/YYY – MM/DD/YYYY) |
| Current  Pending  Not Awarded |  |  |  |  |
| Current  Pending  Not Awarded |  |  |  |  |
| Current  Pending  Not Awarded |  |  |  |  |
| Current  Pending  Not Awarded |  |  |  |  |

1. **CURRENT SUPPORT ASSOCIATED WITH THE PROPOSED PROJECT**

If any current funding is identified above, explain how the current funding overlaps with the proposed project.

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