

Research Bootstrap Grants (RBG) Summer 2024-Spring 2025

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(Revised June 2024)

I. Purpose

- Encourage Ivy College faculty research such that the Ivy College of Business achieves higher research productivity in high-quality and/or premier outlets;
- “Bootstrap” a major study that significantly expands an established research stream or initiates a new stream of research.

II. RBG Amounts

- Maximum of \$6,000 per grant;
- Grants in excess of the maximum may be awarded under special circumstances;
- Annual RBG budget of \$108,000: maximum of \$36,000 to be awarded each term (fall, spring, summer). However, exceptional cases may be considered.

III. Faculty Eligibility

- Only tenured and tenure-eligible faculty are eligible (however, term faculty engaging in research scholarship activities may be eligible in special situations);
- Limit one grant in any 12-month period, including joint grants with other faculty members, unless strong evidence is provided about the completion of previously funded projects;
- Prior awardees can apply again if they made satisfactory progress in accordance with the awardee requirements stated below in Section V.

IV. Use of Award

The use of research money should be clearly specified in the grant proposal. Allowable research expenses include, but are not limited to:

- Data collection/acquisition
- Travel **directly related** to and essential for the research project
- Specialized research equipment, software, services and supplies **directly related** to the project
- Student research assistants
- Copy Editing

The following are not allowable expenses:

- Faculty salaries
- Travel to conferences
- Devices which have the primary purpose of supporting an ongoing computing need. This includes, but is not limited to, computers, tablets, phones, or related capital equipment.

RBG must be spent within 12 months of receipt (see table in Section VI).

V. Requirements for RBG Awardees

- Year 2 after award: Every awardee is required to do one of the following by the end of the second year to maintain eligibility for future RBGs:
 - 1) Submit her/his paper to one of the premier/high-quality journals as defined in departmental journal lists, or
 - 2) Submit a report explaining why the research results are not currently appropriate to submit to a premier journal and describing a strategy for maximizing the value of the result.
- The proposals accepted for funding will be made available upon request to faculty members interested in seeing examples of successful proposals.

VI. Proposal Submission and Evaluation

- Proposal: Maximum 3-pages, 12-point font, single-spaced, and 1-inch margin on all sides, including a title, information on research problem, significance of research, anticipated contribution, data source, timeline, detailed budget and justification, and target outlet. The applicant should also provide a list of her/his representative publications within the 3-page (maximum) document. Please do not include your CV.
- All proposals should be submitted to the Associate Dean for Research and Academic Personnel and copied to Julie Devine (jldevine@iastate.edu) in the Dean's Office.
- Faculty are responsible for receiving and understanding emails about deadlines. Reminders are sent out as a courtesy only. No late applications will be accepted from faculty who blocked email messages, or missed receiving a reminder email.
- Faculty are responsible for the content of their application. No awards will be made after the fact to faculty who made mistakes on their applications, where those errors initially prevented them from receiving grant monies.
- Faculty members who have received RBGs in previous two years should include in their proposals a brief appendix that describes what they accomplished with their most recent RBG, e.g., journal submissions, conference presentations, other presentations outside ISU, etc.

- Proposal Submission Dates and Timeline for Evaluation and Awardee Requirements

	Summer 2024	Fall 2024	Spring 2025
Proposal deadline	July 12, 2024	October 18, 2024	March 7, 2025
Screening and recommendation	August 9, 2024	November 15, 2024	April 4, 2025
Announcement and funds available	August 23, 2024	December 6, 2024	April 18, 2025
Funds must be spent by	August 31, 2025	December 31, 2025	May 31, 2026

- All proposals are due at 5:00 pm CST on the Proposal Deadlines listed above.
- The Department Chairs will:
 - 1) Evaluate each proposal on whether it merits funding support;
 - 2) Rank order the proposals and provide brief reasons of the ranking;
 - 3) Send their recommendation to the Associate Dean for Research and Academic Personnel and copy Julie Devine (jldevine@iastate.edu) for formal approval.
- The Department Chairs will not review proposals that do not meet these requirements.

VII. Administrative Responsibilities

- The Associate Dean for Research and Academic Personnel is responsible for ensuring that awardees meet the requirements delineated in Section V (i.e., research seminars and journal submissions).
- The academic departments are responsible for administering the grant funds and ensuring appropriate use of grant funds.