

Tufts Institute for the Environment
TIE Ventures Grants
Request for Proposals
November 8, 2017

The TIE Ventures Grants are intended to support awards to faculty teams for pursuit of new initiatives to promote interdisciplinary collaborations. The goal of this program is to foster new environmental-related educational/research collaborations across Schools, assist interdisciplinary faculty teams in the pursuit of external funding, or support preliminary planning for new TIE educational programs. Examples of initiatives that could be funded under this program include: emerging area-targeted symposia, brown bag seminars or guest speakers, interdisciplinary research center planning grants, workshops, cross-disciplinary degree or certificate program planning grants, etc.

Proposals are due no later than 5:00 pm on Monday, December 11, 2017. Please submit electronically (see format below) to tie@tufts.edu

Eligibility

Proposals must be led by a TIE Affiliated Faculty member, but can engage other faculty within (or outside of) the Tufts community. Proposed initiatives should be designed to benefit a cross-section of the Tufts community and must not be exclusive to a single school or department.

Funding Parameters

- Grants may range from \$500 to \$10,000. Up to \$20,000 will be awarded in FY2018.
- **Funds will become available on or after January 15, 2018 and must be expended or committed prior to June 30, 2018.** Proposals that commence in spring 2018 and extend into FY2019 may also be entertained, subject to the availability of funds.

Selection Process

Proposals will be reviewed by a designated TIE affiliated faculty subcommittee. Those recommended for funding will be vetted by TIE Leadership for consistency with TIE goals.

Selection Criteria

1. Resonance with TIE mission
2. Intellectual merit
3. Creativity
4. Faculty engagement
5. Impact on interdisciplinary environmental research/education at Tufts
6. Consistency of budget with goals
7. Follow-on opportunities: potential for sustainable initiatives/leveraging of external funding

Proposal Format

All proposals should be accompanied by a **cover sheet** and submitted as an electronic (pdf) file, with an attached **Budget Form** (as a separate, writable Excel file). **The proposal body should not exceed two single spaced pages (12pt Times Roman font)** and should incorporate the following sections:

1. Background/justification
2. Objectives

3. Initiative/project description
4. Work plan/Timeline
5. Expected outcomes/follow-on opportunities
6. Budget justification

Budget Guidelines (see Budget Form excel file)

TIE Ventures Grants may only be used to support *direct* costs and will be distributed consistent with actual expenditures in particular categories, based upon the approved proposal budget. The lead investigator (a TIE Affiliated Faculty Member) will be responsible for managing the grant. Grant subaccounts will be maintained and funds disbursed through TIE. The budget should be consistent with the policies of the affiliated faculty home School(s), as well as Tufts University. TIE may adjust budgets, consistent with internal expense guidelines and budgetary limitations. The proposal review committee retains the right to veto any budget item it deems inappropriate.

Salaries

Expenditures for faculty salaries (summer or academic year) and/or course release time are permitted according to school policies and appropriate approval for each participant. Fringe benefit charges for personnel should be included. Students may also be supported (including graduate, professional, and undergraduate students), with stipends and fringes consistent with associated school/departmental policies. Proposals may also budget for TIE intern time (at a rate of \$11-14/hr).

Examples of other permissible expenses:

- Honoraria and travel costs for speakers (non-Tufts faculty)
- Reasonable refreshment (non-alcoholic) and/or snack/meal costs
- Transportation costs for field trips/collaborative visits
- Technology and communications support (beyond standard services provided by Educational and Scholarly Technology Services in-kind)

Generally, the budget may not be used to pay for:

- Full-time staff, whether as a supplement to their regular pay or as a portion of their regular pay
- Indirect costs and overhead
- Tuition costs
- Equipment or computers
- Student Health Insurance

Acknowledgements and Branding

To promote TIE visibility and ensure consistency of branding, TIE staff will work with all awardees to ensure that TIE sponsorship is appropriately acknowledged in the products/output of their initiatives.

A Final Report will be required to document the initiative. (Deadline, Wednesday August 30, 2018)

This final report (no longer than 3 single-spaced pages) should be accompanied by other relevant products or evidence of the completion of the funded activity. It should describe:

- a. the work that was accomplished;
- b. any significant deviations from or extensions to the project, as described in the original proposal;
- c. the outcomes/impact of the project
- d. a description of suggested/planned follow-on activities

Note that under certain circumstances (e.g., for initiatives that have a long duration or extend over two budget cycles), TIE may request an interim report before releasing remaining funding.