



Office of Research

UNIVERSITY OF SOUTH CAROLINA

Research Initiative for Summer Engagement (RISE) Palmetto College Campuses

Request for Proposals:

Announcement Release Date: October 5, 2023
Application Receipt Date: December 20, 2023
Award Announcement Date: February 28, 2024

*Please join us for an *optional* **RISE program webinar and Q&A** on Friday, November 3rd at noon. [Register here](#) to attend.

Program purpose:

The Office of the Vice President for Research created RISE to assist Palmetto College Campus faculty in enhancing their research, creative, and scholarly activities and to provide an opportunity to explore new areas of research/scholarship.

Eligibility: Eligible applicants include full-time faculty from all disciplines at USC Palmetto College campuses.

- This program will not support research funded by an active ASPIRE grant. Faculty funded by ASPIRE previously or any other grants need to justify how this application is different, ensuring there is no project overlap.
- Faculty previously awarded an ASPIRE or RISE grant must have submitted a final report as per the award terms and conditions to be eligible to apply.
- Past ASPIRE or RISE awardees should briefly outline their accomplishments to date in the required appendix regarding previous VPR office funding (see below).
- Faculty may resubmit a revised proposal that was not funded from a previous RISE funding cycle. Resubmissions must clearly indicate it is a revised proposal and include a resubmission narrative/introduction (maximum: one page) responding to reviewer comments and describing changes made in the research narrative. The reviewers' comments must be attached to the proposal. The introduction and comments are not counted in the narrative page limit. *Resubmitted revised proposals lacking the introduction page will not be reviewed.* Faculty may submit a revised RISE application only one time.

Funds Available: Projects may be funded up to **\$6,000**, *please note this change in award amount*. An applicant may request a project period beginning May 16, 2024 and ending December 31, 2024. With adequate justification, exceptions to these dates may be made. If requesting summer salary, it can only be requested for a time period in the summer when the faculty member is not teaching. Funds will be forfeited if the faculty member agrees to teach during the time requested for summer salary support from the RISE program. The number of awards will be contingent on the number and quality of applications received and approved as well as the amount requested and allocated per application.

Budget Information: Budgets should be presented in general categories and require detailed explanation (see application process below). Although the Review Committee intends to fund projects as closely as possible to the requested amount, it reserves the right to alter the amount depending on the number of proposals received and funds available.

Allowable Costs

- Summer salary and fringe benefits for the PI (faculty salary support for summer compensation must comply with university policy HR 1.81; 9-month contracts only). Please note that if requesting summer salary, *the salary may only be requested for time when the faculty member is not teaching*.
- Project supplies and costs (provide detail in budget justification)
- Travel related to the project or presentation at professional society meetings (justification must be provided). Applicants may only make one travel request - either travel essential for project OR travel to present at a professional society meeting.
- Support for student assistants

Unallowable Costs

- Food
- Costs in connection with student or faculty degree requirements
- Salary is not permitted for faculty with 12-month contracts

Application Procedure: Applications must be submitted into USCERA before 5:00 pm on deadline date

1. Title page

- a. Title of proposal
- b. Amount of money requested
- c. Name, title, department, campus, and phone number of the principal investigator

2. Page Formatting

- a. Standard, single column format for the text (pages must print to 8.5" x 11")
- b. Line spacing: single-spaced
- c. Font Size: 11-point Arial or equivalent readable font (except for mathematical formulas, equations, or special characters)
- d. Margins: 0.5 inch, in all directions

3. A three-page proposal narrative that provides:

- a. A brief discussion of the background and significance of the proposed idea, including its relation to the present state of knowledge in the field.
- b. A detailed narrative of the project that includes the objectives, significance of the research, the research task and expected accomplishments, and the expected outcome of the project.
- c. A discussion of external scholarship that will result from RISE funding, whether publications, book chapters, presentations, or grant submissions. RISE grants are intended to fund projects that will reach an audience external to the USC system.
- d. Timeline with expected accomplishments during the grant.

4. Attach the following supporting documentation to the end of the proposal:

- a. Bibliography (included as appropriate by discipline; does not count in the proposal's page limitation)
- b. Maximum two-page CV* of the principal investigator that includes:
 1. Education
 2. Professional experience
 3. Evidence of scholarship (most significant refereed journal articles, books, book chapters, etc.)
 4. Significant accomplishments and contributions
 5. Other information as appropriate

**Please do not format as a narrative biographical statement.*

- c. A detailed budget on the [form provided here](#) or on the RISE Program web site and budget justification for total project costs consistent with the list of allowable costs shown above. Justification may be an additional page after the budget form or included on the form itself.
- d. Current and pending support form ([found here](#) and on the RISE program website).

- e. If you have previously received ASPIRE or RISE funding from the VPR's office, you must attach an appendix that includes the titles and funding amounts of these awards, along with a description of the impact of the awards on your research and scholarly activity.
- f. Appendices are allowed if relevant (e.g., letters of support, letters from publishers, etc.); however, do not use appendices to circumvent page limits.

Combine all the above into a single PDF (preferred) or word document.

Submission:

Applications must be submitted into USCeRA before 5:00 pm on deadline date listed above*

To ensure proper routing in USCeRA, on the second page of the "create a proposal" process titled Source of Project and Sponsor select the following options:

- 1) Is this an internal Request? Select "Yes"
 - a. Internal Request Office: Select Vice President for Research
 - i. Internal Request Type: Select RISE Regional Campuses

⇒ [This step-by-step USCeRA guide](#) may be helpful in submitting your proposal.

**Signatory approval is not required by the 5pm deadline.*

Post Award Requirements:

Faculty must submit a final report to the Office of the Vice President of Research 30 days after the project end date as outlined in the project award terms and conditions. The report form can be downloaded [HERE](#) and from the RISE website.

Review Process:

Applications that are complete and responsive to this announcement will be evaluated for merit by a committee primarily of Palmetto College Campus faculty members. The committee will make recommendations to the Office of Research based on the quality of the proposals in accordance with the following review criteria:

A. Scholarly Merit:

- Does the proposal provide a compelling argument for the scholarship proposed?
- Does the proposed project represent a significant contribution to the field of study?
- Is there a probability of publication or other public dissemination?

B. Nature of Proposal:

- Does the proposal provide a clear statement of overall project objectives?
- Is the proposed methodology appropriate and realistic?
- Does the proposal provide a sound justification with clear and specific budget information?
- What is the likelihood the project goals will be met during the proposed timeline? Is a clear timeline presented?
- Is the requested budget appropriate to accomplish the aims proposed?

For questions about the program, application, budget, etc.:

- Join us for the **RISE program webinar and Q&A** on Friday, November 3rd at noon. [Register here](#) to attend.
- Contact Julie Morris, Research and Grant Development Office, jamorris@mailbox.sc.edu, 803-563-8376.