Clarkson 2023 Team Science Projects Planning Grant (TSPPG)
Proposal Preparation Guidelines

Formatting requirements. Unless otherwise specified, the font style and size must be 11.5 point Times New Roman, paragraph 1.07 line spacing, margins of 0.5" on all sides, and paginated continuously. Figure captions and tables are excluded from font requirements but must be legible when printed.

Header: PIs' last names, and TSPPG Application -Year

Footer: Short title and page number

Application Components (PDF template enclosed)

1. **Cover Page**
2. **Executive Summary**
3. **Introduction / Background**
4. **Impact**
5. **Team Science Research Plan**
6. **Plan for External Funding**
7. **References Cited**
8. **Biographical Sketches**

A complete application comprises the above six components.

Submission, certification, and assurances

Proposals will be submitted electronically via email, as PDF, to Jessica Avadikian <javadiki@clarkson.edu> with Clarkson University TSPPG Fund in the subject by 5:00 pm, Wed March 22, 2023.

All key personnel (PI, Co-PI, senior personnel, external collaborators/partners) must be copied on the transmittal; this signifies their awareness of their participation in the project, their certification, and assurance of all application information, and agreement with award requirements. Transmittals that do not include all key personnel will not be advanced to review.

2023 Team Science Projects Planning Grant (TSPPG) Cover Sheet

Key Personnel:

Role	Corresponding PI	Co-PI
Name		
Primary Discipline		
Title		
Dept[1]		
Email		
Phone		

Role	Co-PI	Co-PI	Co-PI
Name			
Title			
Dept			
Email			
Phone			

Additional co-PIs and senior personnel may be added as needed.

Project Focus area(s): Put an **X** before all that apply.

	Computational and Data-Enabled Discovery		Healthy Global Solutions
	Advanced Materials Development		Next Generation Medicine and Healthcare

Key Words: Provide three descriptive terms for your project topic area and methodologies to be used.

Topic Area			
Methodologies			

This project involves (underline applicable response)**:**

Human subjects   Yes   No
Animal subjects   Yes   No
Hazardous materials   Yes   No
Existing (protected) IP   Yes   No
Potentially non-routine data management (HIPAA etc.)   Yes   No

Assurances, Certifications, and Approvals of PIs and the Sponsored Research Services (SRS):
- We attest that the information contained is complete, accurate, and truthful to the best of our knowledge and does not infringe on the intellectual property rights of others.
- We agree to submit at least one application (and revision if necessary) for external funding within 24 months of project completion based upon the research results.
- We will adhere to all institutional, state, and federal regulations applicable to the project work.
- We will submit required progress reports annually in accordance with the instructions to be provided.

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[1] At least one PI must be from a doctoral-granting department

Executive Summary

A. Project Title: Concisely describe the project's purpose or outcomes. Start the title with an abbreviation of the research theme to which the project is most closely aligned, followed by a colon. Up to two themes may be included, and the first shall be relevant priority. For example: *CDED and NGMH: Creating a data warehouse for analysis of nutritional status.*

- Computational and Data-Enabled Discovery: **CDED**
- Healthy Global Solutions: **HGS**
- Advanced Materials Development: **AMD**
- Next Generation Medicine and Healthcare: **NGMH**

B. Summary: [Provide a one-two sentence summary of your effort: what is the societal challenge that the research team is addressing, what you are trying to do and why it matters. Do not use technical jargon. (1-2 sentences)]

C. Abstract: A summary of the proposed planning grant following the major sections of the Detailed Description addressing: (1) Background, (2) Impact, (3) Research Plan, and (4) Plan for External Funding

Detailed Description
[Three page limit.]

D. Intro/Background: <u>In everyday language,</u> describe the context of the problem of study. (One paragraph)
   a. What is the societal challenge you are addressing, and why is it important?
   b. What is/are the current state of the art, and what are the limitations to current approaches?

E. Impact: Describe the impact of successfully completing your project within the field, community, and wider audience. (One short paragraph)
   a. If you succeed, what difference do you think it will make within the thematic area(s)?
   b. Who is the targeted external funding source(s)?
   c. Why is TSPPG support needed?

F. Team Science Research Plan: Outline your research plan for the major research and/or educational proposal that these planning activities support and summarize the general approach/methodologies you will use. The research plan should include <u>both</u> planning grant and the future planned externally-funded activities.
   a. What is the objective of your planning grant and of your follow-on project?
   b. Discuss why the proposed approach is required and how your team's qualifications and capabilities promote project success and the complimentary nature of the team.
   c. What are the advantages of your proposed approach/methodologies over existing ones?
   d. Discuss what is innovative or what makes the project a high-risk/high-payoff investment.
   e. What is the expected outcome from preliminary activities that will lead to securing external funding?
   f. What is the comprehensive five-year plan for this research [assume external funding is obtained]?

G. Discuss why a team-based, convergence approach is necessary to address this challenge.

H. Identify your key stakeholders and the plan/strategy for engaging stakeholders.

I. Plan for External Funding: Identify external funding opportunity and why the selected team is competitive for this opportunity.
   a. Identify the funding source and amount of funding
   b. Justify the suitability of the team for this funding
   c. Discuss planning activities that the team will pursue in order to be competitive including activities such as visiting the program manager, team building, grant planning retreat, hiring an external consultant, graphic artist, etc.
   d. Preparation plan to improve chances of success

[Additional Required Sections, not counted in 3-page Detailed Description limit]

References Cited. Present the references cited. Include all authors and citation title. Where appropriate identify PI/co-PI and student authors.

Biographical Sketch. [3 page limit each] Provide a biographical sketch for all key personnel, using the enclosed template or NSF template.

NAME

PROFESSIONAL PREPARATION

Institution	Location	Field/major	Degree, Year
		Include postdoc training	

APPOINTMENTS – *reverse chronological order*

Year - present   Title*,* Affiliation, location

TOTAL NUMBER OF PEER-REVIEWED PUBLICATIONS (#) AND IN LAST FIVE YEARS (#):

(UP TO FIVE) MOST CLOSELY RELATED PUBLICATIONS/PRODUCTS

1. Acceptable products must be citable and accessible including but not limited to publications, data sets, software, patents, and copyrights.

2. Unacceptable products are unpublished documents not yet submitted for publication, invited lectures, and additional lists of products.

3. Each product **must include full citation information including** (where applicable and practicable) names of all authors, date of publication or release, title, title of enclosing work such as journal or book, volume, issue, pages, **website and URL, or other Persistent Identifier**.

(UP TO FIVE) OTHER RELEVANT PUBLICATIONS/PRODUCTS

SYNERGISTIC ACTIVITIES