

SCIENTIFIC ADVOCATE NETWORK (SAN)

SC EPSCoR/IDeA Solicitation Number: 09-107

Important Dates

Release Date: Wednesday, December 9, 2009

Track-1 Submission of Proposals: Open – Period of Performance Not to Exceed Three (3) Months

Track-2 Submission of Proposals: Open – Submitted Three (3) Weeks Prior to the Proposed Seminar

Award Amount: Up to \$7,500

Program Information

The Scientific Advocate Network (SAN) program is a resource for increasing diversity among South Carolina's faculty in STEM disciplines. The Scientific Advocate Network is a tool for institutions to increase candidate pools for technical staff, postdoctoral fellow, and tenure-track faculty positions. Institutions of higher education in South Carolina can propose one or more of the following activities:

Track-1:

- Broadly market available faculty, postdoctoral fellow or technical staff positions by posting in non-traditional journals, catalogs, or other media that are targeted to underrepresented minority groups
- Develop an extensive and comprehensive public relations campaign (publishing a campus guide or other marketing materials) that targets underrepresented minority groups

Track-2:

- Invite speakers that are potential applicants for faculty, postdoctoral fellow or technical staff positions to give scientific seminars; or invite individuals experienced in recruitment, mentoring and retention of historically underserved populations to share effective strategies to diversify the professoriate and STEM workforce. The host institution is expected to broadly publicize invited speakers and to schedule activities for the speaker during the day of the seminar, e.g. tour of campus and research facilities, meetings with department/division chairs/deans, consultation with faculty involved in related research areas, etc.

Activities proposed must be tied to the goals of the 2009 SC NSF EPSCoR RII Track-1 (see appendix C).

Proposal Guidelines

Proposals submitted in response to this solicitation must be prepared using the following guidelines and specific forms listed. Proposals must be prepared as an electronic document (Microsoft Word or PDF) with 1" margins and a font size no smaller than 11pt. All proposals must include authorized institutional representative signature on both the Cover Sheet and Budget Page.

All SAN proposals must be assembled in the following sequence:

- Cover Sheet for proposal to the SC EPSCoR/IDeA Program (Appendix A).
- Project Description (maximum of 2 pages) should describe the activities to be performed, and must include the following:
 - Evidence of the likelihood of diversifying candidate pools for faculty, postdoctoral fellow or technical staff positions.
 - The relationship of the proposed activities to the goals of the 2009 SC NSF EPSCoR RII Track-1 (see appendix C).
 - Current activities being performed to increase the diversity of candidate pools
 - Specific aspects of the activities as they relate, such as the public relations campaign strategy, job posting media/outlets that will be targeted, topic(s) of seminar(s), academic qualifications of invited speaker(s), and/or expected numbers of attendees.

- Agenda (for Track-2 only) detailing activities for the speaker during the day of the seminar.
- Budget Page for the project (Appendix B). An institution may request up to a total of \$7,500 per application. Indirect costs are not allowed. Periods of performance cannot exceed six (6) months. All awards will be cost-reimbursable, and are governed by the federal cost principles for educational institutions (OMB Circular A-21). Awardees should ensure that costs claimed are allowable and reasonable.
- Budget Explanation of estimated costs. Include support requested or available from other sources, including institutional, local, and federal agencies (maximum one page).
- Biographical Sketches of the principal investigator, any proposed speakers, or other key personnel (maximum two pages per individual; NSF format).

Submission Instructions

Proposals must be submitted as a single MS Word or PDF file to the South Carolina EPSCoR/IDeA Program via email to lee.snelgrove@scra.org.

Track-2 only: Complete proposals, including a signed Cover Sheet and Budget Page, must be submitted at least three (3) weeks prior to the invited speaker's visit to the awardee institution.

Incomplete or late submissions will not be accepted.

Submission of a complete proposal signifies the applicant's agreement that the SAN proposal will be released for review. Oversight for the review is provided by the State Committee of the SC EPSCoR/IDeA Program.

Proposal Selection

All proposals that meet the eligibility requirements and guidelines will be evaluated by peer-review. Evaluations will be based upon the extent to which they meet specific criteria, including:

- Likelihood to increase candidate pools for faculty positions;
- Change in institutional academic or research culture;
- Alignment with the NSF EPSCoR RII Track-1 (Appendix C); and
- Reasonableness of budget.

Award and Reporting Requirements

Principal Investigators will receive notice of SAN award/declination via e-mail.

Award recipients are required to provide the SC EPSCoR/IDeA state office with information for evaluation and reporting purposes. A progress report must be submitted no later than sixty (60) days after the expiration of their award containing evidence of advertising materials or public relations documentation that may have been developed as part of the SAN program. Further instructions for the preparation and submission of progress reports will be sent to the PI within 30 days after the expiration of the award. Any invited speakers should be notified by the awardee that they will be expected to respond to follow-up surveys regarding their visit for program evaluation purposes.

Contact Information

General inquiries regarding this program should be made to:

R. Lee Snelgrove
Program Coordinator, SC EPSCoR/IDeA
lee.snelgrove@scra.org

1000 Catawba Street
Columbia, SC 29201
Tel: 803.733.9060
Fax: 803.376.1721
www.scepscoridae.org

SC EPSCoR/IDeA

South Carolina Experimental Program to Stimulate Competitive Research and Institutional Development Awards

COVER SHEET FOR PROPOSAL

SC EPSCoR/IDeA SOLICITATION NAME AND NUMBER				DATE SUBMITTED	
IS THIS PROPOSAL BEING SUBMITTED TO ANOTHER AGENCY? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, LIST NAME(S):					
NAME OF AWARDEE INSTITUTION (INSTITUTION OF PI)			ADDRESS OF AWARDEE ORGANIZATION, INCLUDING 9 DIGIT ZIP CODE		
NAME OF COLLABORATING ORGANIZATION			ADDRESS OF PERFORMING ORGANIZATION, IF DIFFERENT, INCLUDING 9 DIGIT ZIP CODE		
IS AWARDEE ORGANIZATION (Check All That Apply) <input type="checkbox"/> FOR-PROFIT ORGANIZATION <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> MINORITY BUSINESS <input type="checkbox"/> WOMAN-OWNED BUSINESS EMPLOYER IDENTIFICATION NUMBER (EIN) OR TAXPAYER IDENTIFICATION NUMBER (TIN)					
TITLE OF PROPOSED PROJECT					
REQUESTED AMOUNT \$		PROPOSED DURATION (1-12 MONTHS) Months		REQUESTED STARTING DATE	
TARGETED AGENCY OR ORGANIZATION (IF APPLICABLE)		SUBTOPIC (IF APPLICABLE)		FEDERAL PROPOSAL SUBMISSION DEADLINE	
CHECK APPROPRIATE BOX(ES) IF THIS PROPOSAL INCLUDES ANY OF THE ITEMS LISTED BELOW <input type="checkbox"/> PROPRIETARY & PRIVILEGED INFORMATION <input type="checkbox"/> VERTEBRATE ANIMALS <input type="checkbox"/> HUMAN SUBJECTS <input type="checkbox"/> HAZARDOUS MATERIALS INCLUDING REGULATED BIOLOGICAL MATERIALS AND/OR RADIOACTIVE AND/OR OTHER REGULATED CHEMICALS/MATERIALS <input type="checkbox"/> INTERNATIONAL COOPERATIVE ACTIVITIES: COUNTRY/COUNTRIES INVOLVED _____					
NAME		HIGHEST DEGREE	YEAR OF DEGREE	TELEPHONE NUMBER	EMAIL ADDRESS
PI					
Co-PI					
Co-PI					
Co-PI					
PI DEPARTMENT			PI MAILING ADDRESS		
PI FAX NUMBER					

CERTIFICATION PAGE

Certification for Principal Investigators and Co-Principal Investigators

I certify to the best of my knowledge that:

- (1) The statements herein (excluding scientific hypotheses and scientific opinions) are true and complete; and
- (2) The text and graphics herein as well as any accompanying publications or other documents, unless otherwise indicated, are the original work of the signatories or individuals working under their supervision. I agree to accept responsibility for the scientific conduct of the project and to provide the required project reports if an award is made as a result of this proposal. I understand that the willful provision of false information or concealing a material fact in this proposal or any other communication submitted is a criminal offense (U.S.Code, Title 18, Section 1001).

Name (Typed)	Signature	Date
PI		
Co-PI		
Co-PI		
Co-PI		

Certification for Authorized Organizational/Institutional Representative

By signing and submitting this proposal, the individual applicant or the authorized official of the applicant firm or company certifies that:

- (1) The statements made herein are true and complete to the best of their knowledge;
- (2) It agrees to accept the award terms and conditions and should these terms not be met, to negotiate a fair and reasonable plan to reimburse the South Carolina EPSCoR/IDeA Program/South Carolina Research Authority for expenditures incurred under the award;
- (3) The organization or its principals are not presently disbarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal or State department or agency;
- (4) The organization is not delinquent on any Federal or State debt;
- (5) The organization operates as a drug-free workplace;
- (6) Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: Title VI of the Civil Rights Act of 1964 (P.L. 88-352, Title IX of the Education Amendments of 1972, as amended (20 U.S.C. § 1681-1683, and 1685-1686), Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), the Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101-6107);
- (7) No funds will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of a Member of Congress in connection with the awarding of any Federal contract, grant, loan or cooperative agreement;
- (8) Submission of a complete proposal, including a signed Cover Sheet and Budget Page, signifies the applicant's agreement to release the proposal for external review; and
- (9) Failure to submit a proposal to the targeted agency or organization as listed on page 1 of the Cover Sheet will constitute DEFAULT under the related program. Further, SC EPSCoR/IDeA reserves the right to recover all previously expended funds issued under the related award and the right to refuse any future proposals for SC EPSCoR/IDeA funding.

Name (Typed)	Signature	Date
Telephone Number	Fax Number	Email Address

1000 Catawba Street
Columbia, SC 29201
Tel: 803.733.9060
Fax: 803.376.1721
www.scepscoridae.org

SC EPSCoR/IDeA

South Carolina Experimental Program to Stimulate Competitive Research and Institutional Development Awards

BUDGET PAGE

INSTITUTION						
PRINCIPAL INVESTIGATOR						
A. SENIOR PERSONNEL: PI/PD, Co-PI's. Faculty and other Senior Associates(List each separately with title)	EPSCoR/IDeA FUNDED PERS. MOS.			FUNDS REQUESTED FROM EPSCoR/IDeA	NON-FEDERAL MATCHING FUNDS	TOTAL
	CL	AC	SU			
1.						
2.						
3.						
4.						
5.						
6. () OTHERS (LIST INDIVIDUALLY)						
7. () TOTAL SENIOR PERSONNEL (1-6)						
B. OTHER PERSONNEL (SHOW NUMBERS IN BRACKETS)						
1. () POST DOCTORAL ASSOCIATES						
2. () OTHER PROFESSIONALS (TECHNICIAN, PROGRAMMER, ETC.)						
3. () GRADUATE STUDENTS						
4. () UNDERGRADUATE STUDENTS						
5. () SECRETARY CLERICAL						
6. () OTHER						
TOTAL SALARIES AND WAGES (A+B)						
C. FRINGE BENEFITS (IF CHARGED AS DIRECT COSTS)						
TOTAL SALARIES, WAGES AND FRINGE BENEFITS (A+B+C)						
D. PERMANENT EQUIPMENT (LIST ITEM AND DOLLAR AMOUNT FOR EACH ITEM EXCEEDING \$1,000)						
TOTAL PERMANENT EQUIPMENT						
E. TRAVEL 1. DOMESTIC (INCL. CANADA AND U.S. POSSESSIONS)						
2. FOREIGN						
TOTAL TRAVEL						
F. PARTICIPANT SUPPORT COSTS						
TOTAL PARTICIPANT COSTS						
G. OTHER DIRECT COSTS						
1. MATERIALS AND SUPPLIES						
2. PUBLICATION COSTS/DOCUMENTATION/DISSEMINATION						
3. CONSULTANT SERVICES						
4. COMPUTER (ADP) SERVICES						
5. SUBCONTRACTS						
6. OTHER						
TOTAL OTHER DIRECT COSTS						
H. TOTAL DIRECT COSTS (A THROUGH G)						
I. INDIRECT COSTS (SPECIFY)						
TOTAL INDIRECT COSTS						
J. TOTAL DIRECT AND INDIRECT COSTS (H+I)						
K. AMOUNT OF ANY REQUIRED COST-SHARING FROM NON-FEDERAL SOURCES						
L. TOTAL COST OF PROJECT (J + K)						
PRINCIPAL INVESTIGATOR - TYPED NAME AND SIGNATURE				DATE		
AUTHORIZED ORGANIZATIONAL/INSTITUTIONAL REPRESENTATIVE - TYPED NAME AND SIGNATURE				DATE		