UF | Informatics Institute
University *of* Florida

SEED Fund Program 2016

The UF Informatics Institute (UFII) invites interdisciplinary, faculty-initiated research projects with potential for extramural support.

Projects should be innovative, support the mission and goals of the Informatics Institute, and have strong potential for garnering future funding from external sources. Seed Funds are not intended to support on-going projects - they should support new projects (not a supplement to current research) and/or new collaborative partnerships. Projects should be 'shovel-ready', meaning seed funds will be used to produce proof-of concept data that can be used to obtain extramural funding.

Projects should be related to information representation/analysis/mining in any discipline of research. As a guide, the UFII is loosely organized into the four thematic areas of

1. Informatics Techniques and Technologies
2. Biomedical and Life Science Informatics
3. Informatics for Engineered Systems and the Physical Sciences
4. Informatics in Social Science, Humanities and Education

For details refer to https://informatics.institute.ufl.edu/about-us/ .

AWARD INFORMATION

Anticipated Type of Award: 209-internal award

Estimated Number of Awards: 6 to 7

Available funds for Awards: Approximately $325,000 is available for new awards.

Submission Deadline: January 25th, by 5pm

Earliest Start Date: April 1st, 2016

ELIGIBILITY CRITERIA

To be competitive, proposals must be multi-/interdisciplinary and must involve faculty from at least two departments/units/colleges. **Single-investigator proposals are not eligible**. For a list of potential collaborators across disciplines and within our different thrust areas please visit our member faculty page.

Proposals involving hypothesis-driven research should clearly and explicitly state the hypothesis. Projects that are methodological should focus on specific, key interdisciplinary problems.

Proposals may be submitted by any UF faculty member (PI) eligible to submit a proposal to an external funding agency (see Eligibility to Submit a Proposal for External Funding). Courtesy, Adjunct, Visiting and OPS faculty; Assistant In, Associate In, Senior Associate In; Research

Associates; and Postdoctoral Associates are not eligible to be PIs; they may participate as co-PIs or co-investigators.

PROPOSAL REQUIREMENTS

Proposals should consist of the following materials in this sequence attached at the SEED Fund Submission Portal as a single PDF.

1. **Cover Page:** Include title, list of PIs, co-PIs and all faculty contributing time to the project and their departmental/college affiliations, email address of primary contact PI, project start date and budget request.

2. **Abstract:** Up to 1 page. Explain the rationale for the work to be accomplished in terms that can be understood by an "intelligent non-expert."

3. **Project Description:** Up to five (5) pages of text MAXIMUM describing the project. If proposals are longer than 5 pages, only the first 5 pages will be reviewed. **The project description should be written such that it can be understood by an interdisciplinary faculty committee**. PIs must keep in mind that their proposals are not being evaluated by a discipline-specific committee, but rather by an interdisciplinary one.

Project description to include the following:
   A. Specific Aims/Objectives

   B. Background and Significance Proposals should explicitly spell out the interdisciplinary nature of the proposed project.

   C. Innovation/potential impact of research

   D. Approach/Research Design and

   E. Preliminary data (if applicable)

   F. A detailed budget and justification of expenses.

4. **Project Budget & Justification** should be in the range of $25,000 - $50,000 and a duration of 1 year. The budget may include all normally allowable costs of research as outlined in the Cost Accounting Standards, with the **exception of faculty salaries and indirect costs. Faculty salaries may NOT be charged to the Seed Fund grant. There are no indirect costs associated with these grants.** Seed Funds are to be expended on campus. Exceptions will be allowed in instances where specific techniques are not available on campus. The review process will include a close scrutiny of the budget, and the budget can be negotiated prior to the setup of the award. A separate budget spreadsheet may be provided, but budgets will be required to be entered in the SEED Fund Submission Portal.

No cost extensions will be very strongly discouraged. PIs are to remember that projects must be 'shovel-ready'.

5. **Literature Cited** (no page limit)

6. **Key Personnel:** A list of the individuals to be involved and details of their participation. (no page limit)

7. **Plans to obtain continuing external support for the project** (2 pages maximum). Proposals must specifically list the sources of external support that will be pursued following the Seed money

provided by the Seed Fund (such as R01, P01, NSF Center Grant, NSF Career Award, YIPs DoD MURI, etc.). Please identify a tentative date of submission for seeking external support. Provide specific reference to the RFA/RFP and mention why/how the data gathered from this seed project/resulting publication is aligned with the requirements of the solicitation.

8. **Biosketche(s):** A current biosketch of the Principal Investigator and each of the Co-PIs/Co-Investigators (NIH- or NSF-style biosketch suggested),(Maximum of 4 pages for each individual).

9. **Current & Pending:** A list of the current and pending funding for the PI and Co-PI's with percent of effort committed should also be provided (4 pages maximum for each individual).

10. **Appendices**: if necessary to support the proposal, should be brief; please do not attach manuscripts or other lengthy documents.

SUBMISSION REQUIREMENTS

Proposals must be entered into SEED Fund Submission Portal with all required documents attached as one PDF file. The Submission Deadline is **January 25th, 2016 by 5pm.** After the deadline date the portal will no longer be open for submission. **Please note, if you do not attached the required documents or enter the required fields in the portal your submission will not go through.**

Proposals not routed via the portal for review by January 25th, 2016 will not be considered for review.

FORMATTING REQUIREMENTS

Proposals must use single spacing; font size no smaller than 11 point; minimum 0.5 inch margins; tables and figure legends can be in 10 point.

REVIEW PROCESS

Proposals submitted by the faculty to UFII will be reviewed by faculty review panels, which include members of the UFII Steering Committee and other interdisciplinary faculty on campus. The faculty review panels will make recommendations to the Director of UFII and a decision will be finalized.

NOTIFICATION OF AWARD

Every effort will be made to notify Principal Investigators of their award status by March 1st, 2016. The earliest start date for the award is April 1st, 2016.

REPORTING REQUIREMENTS

Six months after the award, all awardees of the Seed Fund program are expected to participate in a symposium/poster session sponsored by UFII. At the termination of the 1 year award, PIs are expected to submit for internal review a draft of the proposal planned for submission to the agency and program referenced in the section 'Plans to obtain continuing external support for the project' (Proposal Requirements: section 6).

QUESTIONS
If you have questions or need approvals for extensions or other modifications please contact:

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