



SEED Fund Program 2017

The UF Informatics Institute (UFII) invites interdisciplinary, faculty-initiated research projects that show 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 or to supplement current research, only new projects 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: 212-internal award

Estimated Number of Awards: 4-5

Available funds for Awards: Approximately \$200,000 is available for new awards.

Submission Deadline: June 5th, 2017 by 5pm

Earliest Start Date: August 15th, 2017

ELIGIBILITY CRITERIA

To be competitive, proposals must include or meet the following criteria:

1. 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](#).
2. Proposals involving hypothesis-driven research should clearly and explicitly state the hypothesis. Projects that are methodological should focus on specific, key interdisciplinary problems.
3. 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.

Priority will be given to new investigators that have not received prior funding from any of UFII's program.

PROPOSAL REQUIREMENTS

Proposals should consist of the following materials in this sequence attached at the [SEED Fund Submission Portal](#) as a single PDF file.

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 amount requested of UFII funds.
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
- E. Preliminary Data (if applicable)

4. **Project Budget & Justification:** Proposed budgets 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 Award, providing the following information: RFA/RFP/Solicitation number, Agency submitting to, tentative date of submission, and why/how the data gathered from this SEED project/resulting publication is aligned with the requirements of the solicitation. This information will be used for follow upon on reporting requirements, thus be as specific as possible.

8. **Biosketch(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 maximum file size is 2MB within the portal. If you find your file size is greater than what the portal can handle, please contact Alethea Geiger at ageiger0213@ufl.edu. The Submission Deadline is **June 5th, 2017 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 June 5th, 2017 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 on all sides; 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.

Priority will be given to new investigators who have not received funding from prior UF Informatics Institute programs before.

NOTIFICATION OF AWARD

Every effort will be made to notify Principal Investigators of their award status by August 2017. The earliest start date for the award is August 15th, 2017.

REPORTING REQUIREMENTS

All principal investigators are expected to meet the following reporting requirements within the performance period of their award:

1. Serve as a guest speaker or present a poster at the UFII Annual Symposium.

2. Report via our Reporting link any external funding you have or will submit for using the results/data from your awarded SEED funds.
3. Serve, upon request, on a UFII Review committee for other UFII programs.
4. Report via our Reporting link any papers published or submitted for publishing using SEED Fund results/data. Be sure to site in the publication “This project was supported by the UFII SEED Funds”.

QUESTIONS

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

Dr. George Michailidis, UFII Director and Professor of Statistics & CISE

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Alethea Geiger, Administrative Services Coordinator II, UFII

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