**Student Engagement in Research (SER) Grant**
**Request for Proposal**
**version 4/14/21**

**EXECUTIVE SUMMARY**

Engagement of students in research has important benefits.   However, financial concerns are limiting opportunities for many students to conduct research.  The Student Engagement in Research (SER) Grant facilitates student ability to obtain research experience by collaborating with Campbell University College of Pharmacy and Health Sciences (CPHS) faculty in ongoing projects. Students are granted stipends, while faculty can apply for extra supplies and materials needed to support student research.  This one-time funding will support approximately 6-10 awards not to exceed $5,000 each.

**OVERVIEW**

Student research can be important for future careers, help with understanding and interpreting evidence-based treatments, provide important interprofessional development opportunities, and allow connections with faculty members who are leaders in their fields. Financial concerns are limiting opportunities for many students to conduct research. This year, CPHS will fund selected research opportunities for CPHS graduate and professional students through the Student Engagement in Research (SER) Grant.  Students will obtain research experiences by collaborating with CPHS faculty in ongoing projects. They are awarded stipends to provide financial support during the research project.  Faculty can apply for extra supplies and materials needed to support student engagement, and both faculty and students can obtain assistance with presentation/publication costs.

**OBJECTIVE**

To promote the research and education missions of CPHS by facilitating graduate/professional student engagement in CPHS faculty research

**APPLICANT ELIGIBILITY**

Faculty: CPHS appointed faculty of all ranks and tracks
Students: Current CPHS graduate and professional student (PharmD, DPT, MPAP, MSPS, MSCR, MSPH, DHSc) *(Note: see funding timeline below for required student engagement)*

**PROJECT QUALIFICATIONS**

This funding is not intended for new projects or student-initiated projects.  Faculty maintain primary responsibility for ensuring project completion.  Students should be embedded in a

unique element or phase of an <u>ongoing</u> faculty research (basic, translational, clinical) project. Students are expected to produce evidence of scholarship resulting from the grant in the form of a publicly-presented and promoted poster or platform presentation (see Presentation and Reporting Requirements below). Faculty mentors are expected to oversee all aspects of the student work and meet with the student at least weekly to set goals and monitor progress.

**FUNDING**

This one-time funding will support approximately 6-10 awards as funds allow. No more than $5,000 can be requested per award.

Students can be engaged in research for 1-2 semesters, up to summer 2022
- Fall and/or spring semester 2021/22: Student involvement in research activities is 5-10 hours/week
- Summer (for projects extending beyond Fall 2021 and Spring 2022 semesters): Student involvement in research activities is 20-40 hours a week

Eligible Expenses:
- Study material and supplies
- Student-stipend is set at $1200/semester and $300/week for summer

Ineligible expenses
- Capital expenses
- Overhead
- Faculty salary support

Expenses related to publication or presentation of the findings at a professional meeting (including travel) can be requested thru a budget amendment request at a later time to a maximum allowable amount of $500 for the student and $500 for the faculty member. This is a competitive process and there will be no guarantee of publication/presentation funds

Funds will not be awarded until the student has obtained required regulatory approval (ie. IRB/IACUC) (if applicable).

**APPLICATION PROCESS AND DEADLINE**

Faculty application should include the following:
- Description of the goals, methods, and timeline of the ongoing research – including any existing funding
- Description of the goals, specific aims, and timeline of the student involvement
- Outline of student-faculty mentoring process
- A detailed budget
- Name of the student along with a 500 word-limit essay prepared by the student that describes how engagement in research benefits their future professional goals

Applications should be submitted to the chair of the CPHS research committee by August 1st 2021. Projects and student involvement should start no later than September 1st 2021.

**EVALUATION**

Awardees are chosen by a review committee made up of CPHS faculty who serve as members of the CPHS Research Committee. External reviewers may be added if expertise outside the CPHS Research Committee is required. Reviewer identification will be blinded from the applicants.

A scoring rubric will be employed. The following categories are considered:
- significance (including justification)
- innovation (including impact on the field)
- methods or study approach (including feasibility/sustainability)
- current funding needs, overlap with current funding, and justification of project expenses
- investigator record of success and expertise of investigator or co-investigator within proposed field of study;
- investigator record of successful student or learner mentoring
- potential to attract additional intra- and extramural funding
- feasibility to complete the project in the designated time period

**AWARD ANNOUNCEMENT AND DISTRIBUTION**

Applicants will first be notified by email. Public announcement will follow within two business days. Funds will be administered through the Dean's Office. Grant funds must be expended within the designated period. A no-cost extension is available upon written request and approval of the chair of the CPHS Research Committee.

CPHS will make public announcements of the awardee pair and participation with photos and participant quotes is requested.

**AWARD TRANSFER**

This award is not transferable.

**PRESENTATION AND REPORTING REQUIREMENTS**

All students are required to present their work at the end of the funded period (e.g., Wiggins, IPE, WOMACK research symposium, conferences outside of Campbell). Faculty awardees will be requested to provide a BRIEF summary of their project at a CPHS faculty meeting following its completion.

An annual progress report (due initially on the one-year anniversary following the funding award date and annually thereafter) will be required. The progress report should be submitted to the CPHS Research Committee (c/o the committee's chairperson) and include the following:

progress toward implementation, publications and presentations resulting from the project, grant applications and awards resulting from the project, and accountability of funds expended.

Upon completion/closure of the research project, a final report must be submitted within 3 months.  Its content should be similar to the progress report.

**PROPOSAL APPLICATION**

**Formatting Guidelines:**

- Use either Calibri or Times New Roman, 12-point font
- Single space with 0.75-1" margins
- Insert a page number at bottom right corner of each page
- Proposals should be prepared (and may be submitted) using Microsoft Word and (for budget only) Excel.  Final documents prepared in these formats may be submitted via PDF.

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**Investigator Information**

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The Campbell University College of Pharmacy & Health Sciences Student Engagement in Research (SER) Grant Proposal requires submission of investigator information for each key personnel.  The following information should be provided as indicated below in a maximum of two pages.

**Name and Contact Information**
  Name, Position, Department, Phone number(s), and Email at work need to be provided.

**Education**
  Undergraduate Institution(s), Major, Degree and Year
  Graduate Institution(s), Major, Degree and Year
  Postdoctoral Institution(s), Area, Years (from-to)

**Experience**
  Academic/Professional experiences in reverse order beginning with the current position

**Publications/Patents/Products**
  Up to five publications/patents/products developed that are most closely related to the proposal

**Honors/Awards**
  A list of honors/awards received

**Campbell University** | College of Pharmacy & Health Sciences

**Student Engagement in Research (SER) Grant-Request for Proposal**

**COVER PAGE**
**version 4/14/21**

**Project Title:**

**Principal Investigator:**

    **Email address/Phone/Address**:


    **Department**:

**Co-investigator(s), if any**:

**Amount requested** (not to exceed $5,000):

**Check List:**
- ☐ Cover page (This page)
- ☐ Table of Contents (Do NOTinclude PI name)
- ☐ Abstract – not to exceed 250 words (half a page)
- ☐ Background – not to exceed one page (including section on novelty)
- ☐ Study Aim and Hypothesis
- ☐ Research plan – not to exceed two pages
- ☐ Personnel – research assistants, collaborators (if any); not to exceed half a page
- ☐ Timeline – show overall project timeline/feasibility; not to exceed half a page
- ☐ Budget (See attached Excel file)
- ☐ Justification – justify each line item in the budget. not to exceed one page
- ☐ References
- ☐ Investigator Information (See document attached) – provide for PI and key personnel
- ☐ Supporting Documentation (when available/applicable) – Letters of support, IRB approval, IACUC approval, if needed

**Required signatures:**

Principal Investigator _____ Date _____

Department Chair _____ Date _____

**Student Engagement in Research (SER) Grant**
**Reviewer Comments and Score**

| | |
|---|---|
| Reviewer Name* | |
| **Total Score (6-30)** | |

*(will NOT be sent to applicant)*

| | |
|---|---|
| PI Name | |
| Department | |
| Project Title | |
| Amount requested | $ |

Please rate each section on a scale of 1 (Do not fund) to 5 (Must fund) with justification of your scores. Reviewer's logical and fair comments for each category must be included.  BLINDED reviewer comments (excluding comments to chair below) will be returned to the applicant

| CRITERIA | SCORE |
|---|---|
| 1.  Project plan logical? Knowledge thorough and current? Research objectives innovative? | |
| 2.  Contribution to current and future healthcare needs? Attracts inside/outside recognition? Increase competitiveness for external funding? | |
| 3.  Funding needs justified well? Budget appropriate? Choice of equipment (or other things) appropriate and necessary? | |
| 4.  Project significant and sustainable? Has potential impact on the field? | |
| 5.  Project feasible? Is it possible to complete the project within the time period of the grant? (Yes= 5 points, 3=May be some feasibility concerns, 1=No) | |

Reviewer's comment to the committee chair: (The comments below will NOT be sent to the applicant.)

## SER 2021-2022 Proposal Budget

| PI Name | Email Address |
|---|---|
|  |  |

| Project Title |
|---|
|  |

**Equipment**

| Equipment name/description | Item total cost/expense | Amount from other sources (if any) | Amount requested for this grant |
|---|---|---|---|
|  |  |  | $0.00 |
|  |  |  | $0.00 |
|  |  |  | $0.00 |
|  |  |  | $0.00 |
|  |  |  | $0.00 |
| Total Equipment Costs | $0.00 | $0.00 | $0.00 |

**Student stipend**

| Student Name | Item total cost/expense | Amount from other sources (if any) | Amount requested for this grant |
|---|---|---|---|
|  |  |  | $0.00 |

**Consumables and Others**

| Description | Item total cost/expense | Amount from other sources (if any) | Amount requested for this grant |
|---|---|---|---|
|  |  |  | $0.00 |
|  |  |  | $0.00 |

| | | | $0.00 |
|---|---|---|---|
| | | | $0.00 |
| | | | $0.00 |
| | | | $0.00 |
| Total Consumables/Others Costs | $0.00 | $0.00 | $0.00 |

* Others can include supplies, consultant fees, etc.

## Travel Costs (see RFP for qualifying items)

| Description | Item total cost/expense | Amount from other sources (if any) | Amount requested for this grant |
|---|---|---|---|
| | | | $0.00 |
| | | | $0.00 |
| | | | $0.00 |
| | | | $0.00 |
| Total Travel Costs | $0.00 | $0.00 | $0.00 |

## Total Project Costs

| | | | Total Amount Requested |
|---|---|---|---|
| Total | | | $0.00 |

* All line items in the budget must be justified in the proposal.

*version 4/14/21*