**Instructions**

1. Read through and complete this application in its entirety. Incomplete applications will not be considered.
2. This proposal includes the following required sections:
   1. Cover Page with contact information
   2. Project Summary
   3. Public Impact Statement
   4. Proposal Narrative
   5. Faculty Recruitment
   6. Plan for Sustainability
   7. Milestones
   8. Budget
   9. Budget Justification
   10. Other Support
   11. References Cited
   12. Biosketches / CVs
3. Maintain the formatting throughout the entire proposal: 0.5” margins, size 11 regular Aptos font, single space.
4. The entire proposal should be no more than 30 pages in length. References Cited and Biosketches are not included in the page limitation.
5. Proposals must include at least two lead investigators, representing multiple departments/schools at the University who are eligible to be Principal Investigators on grants. See the [Principal Investigator Eligibility Policy](https://www.rochester.edu/orpa/_assets/pdf/policy_pieligib.pdf) for details.
   1. Although proposals may include collaboration with external individuals to the University of Rochester, external collaborators are not eligible to receive any funding from this Phase 2 award.
6. NOTE: Letters of support from deans are not necessary and will not be accepted.
7. Final proposals must be **one PDF** and labeled in the following format:

Last Name Lead Investigator\_School(s) of Lead and Co-Lead\_Abbreviated Name of Center\_MM.DD.YYYY

For example:

Venkman\_SMD, SAS\_Ctr for ESP Ability\_03.31.2025

1. Final proposals should be submitted online on the [Office of the Provost website](https://www.rochester.edu/provost/transdisciplinary-rfp/) by:

**Deadline: 11:59pm ET, Sunday, March 16, 2025**

Please contact the Office of the Vice President for Research with any questions:

[srvpforresearch@rochester.edu](mailto:srvpforresearch@rochester.edu)

**COVER PAGE**

**Center Name:**

**Project Period:** July 1, 2025 – June 30, 2030

**Phase 1 Award:** **Yes, we received funding from the University for Phase 1 (the Planning Grant Phase) for this center**

or

**No, this center did not receive funding from the University (or was not submitted) during the Phase 1 (Planning Grant Phase) RFP**

**Total funds being requested ($5,000,000 max):** $

**Contact Information:**

Please indicate pertinent contact information for all senior key personnel. Key personnel include the Lead Investigator, Co-Lead Investigator, and anyone who will have effort on the proposal. The first-listed investigator will be considered the Lead Investigator and primary contact responsible for communication on behalf of all listed:

1. Lead Investigator (First, Last Name):

Title (e.g., Assistant Professor, Co-Director, Senior Scientist):

Primary Department:

Primary School:

Email Address:

1. Co-Lead Investigator (First, Last Name):

Title (e.g., Assistant Professor, Co-Director, Senior Scientist):

Primary Department:

Primary School:

Email Address:

1. Member Investigator (First, Last Name):

Title (e.g., Assistant Professor, Co-Director, Senior Scientist):

Primary Department:

Primary School:

Email Address:

1. Member Investigator (First, Last Name):

Title (e.g., Assistant Professor, Co-Director, Senior Scientist):

Primary Department:

Primary School:

Email Address:

1. Member Investigator (First, Last Name):

Title (e.g., Assistant Professor, Co-Director, Senior Scientist):

Primary Department:

Primary School:

Email Address:

**PROJECT SUMMARY**

*1 page maximum*

*Provide a non-technical description of the proposed center.*

*What is the research focus of the proposed center? Why is this interdisciplinary collaboration important? Why is the University of Rochester a good fit for this proposed center? How do you intend to carry out the research aims of the center?*

**PUBLIC IMPACT STATEMENT**

*1 page maximum*

*Provide a brief statement explaining how the research and work of the proposed center will make a difference in the lives of people, communities, and/or the environment.*

**PROPOSAL NARRATIVE**

*4 pages maximum*

*Describe the planned research activities, goals, leadership plan, program evaluation, potential industry partners, and potential return on investment of the proposed research center/institute. Take into consideration the following:*

* ***Purpose***
  + *What is the principal idea behind the proposed transdisciplinary center or institute?*
  + *Provide any background information that offers additional context for the work of the center.*
  + *Why is this collaboration important to the University, scholars, and/or society in general?*
* ***Leadership***
  + *What areas of expertise will be included in this endeavor?*
  + *What leadership experience(s) do the proposed leaders have and why are these experiences applicable to leading the center?*
  + *How do the different disciplinary talents brought to the project by the participating faculty add special value?*
  + *Clearly define the leadership plan. What will the decision-making process be between the lead investigators? How will you resolve disputes to reach a resolution?*
  + *If applicable, who are the potential industry partners?*
* ***Specific Goals/Aims***
  + *What does this transdisciplinary research intend to accomplish?*
  + *How will you and your collaborators undertake the work and how do you expect it to develop/unfold over the period of the award?*
* ***Program Evaluation***
  + *What is the plan for program evaluation?*
  + *What are the actionable and measurable key performance indicators that will allow you to gauge success?*
  + *External advisory boards are highly recommended. Describe how you will select members for an external advisory board and how you will utilize said board.*
* ***Impact***
  + *How does the creation of this center impact the University? (Does it enhance scholarly eminence? Does it highlight existing areas of distinction?)*
  + *Will this center provide opportunities for students?*
  + *Will this center create new revenue-generating academic programs?*
  + *Given the financial support provided by the University, what is the anticipated return on investment with this center? Is it profitable innovation? Societal impact?*

**FACULTY RECRUITMENT**

*1 page maximum*

*If your proposal includes the recruitment of faculty, provide detail on the proposed recruitment here.*

*Note: recruitment is only permitted in years 2 and 3.  
How many are you planning to recruit? In which school will the new faculty hold a primary appointment? Has the plan for recruitment been discussed with deans (recommended)? What are the specific domain areas and areas of expertise for the faculty recruits?*

**PLAN FOR SUSTAINABILITY**

*1 page maximum*

*Briefly describe long-term plans for sustaining this center beyond the five years of this award. Will you seek or have you already sought external funding? Will you develop revenue-generating education programs? If so, provide details on those proposed programs and the projected five-year revenue.*

**MILESTONES**

*2 pages maximum*

*Indicate specific milestones for* ***every 6 months*** *of the award. Milestones should be specific, measurable goals, and will help inform program evaluation and allow you to gauge success.*

*Add rows as necessary. An example has been provided in the first row.*

***At the end of year 2, a mid-point review will be required. Release of the remaining award funds and continuation of the project are contingent upon mid-point review.***

***Only milestones for the first 18 months will be considered in the mid-point review.***

***Where indicated below, define go/no-go criteria for the end of year 2 mid-point review.***

|  |  |  |
| --- | --- | --- |
| **First 18 Months** | | |
| **Year** | **6-Month Period** | **Milestone** |
| 1 | 7/01/2025 – 12/31/2025 | *e.g., Recruit 4 undergraduate students from 4 different schools to participate in year 3 study.* |
| 1 | 1/01/2026 – 6/30/2026 |  |
| 2 | 7/01/2026 – 12/31/2026 |  |

|  |
| --- |
| END OF YEAR 2 MID-POINT REVIEW CRITERIA |

*Describe go/no-go criteria for the mid-point review below. Defining go/no-go criteria is crucial to assess progress and decide whether to continue, adjust, or halt the project. When defining criteria, consider measures such as Key Performance Indicators (e.g., budget adherence, timeline adherence, etc.), risks, issues, and feedback from stakeholders.*

|  |  |  |
| --- | --- | --- |
| **Years 3 - 5** | | |
| **Year** | **6-Month Period** | **Milestone** |
| 3 | 7/01/2027 – 12/31/2027 |  |
| 3 | 1/01/2028 –6/30/2028 |  |
| 4 | 7/01/2028 – 12/31/2028 |  |
| 4 | 1/01/2029 – 6/30/2029 |  |
| 5 | 7/01/2029 – 12/31/2029 |  |
| 5 | 1/01/2030 – 6/30/2030 |  |

**BUDGET**

*Identify all costs for each year of the Phase 2 award. Eligible costs include salary and benefits, travel, equipment and renovations, materials and supplies, and other expenses.*

*Total budget requested may be $250,000 - $1,000,000 per year.*

*Effort for each individual senior key personnel (lead, co-lead, and member investigators) must be at least 10% and no more than 30% of an individual’s total effort.*

*Faculty recruitment costs are only permitted in years 2 and 3 and should be included as Other Expenses.   
Equipment costs are only permitted in years 1 through 3.   
Costs for renovations are only permitted in years 1 through 3.  
Equipment and renovations may be no more than 20% of the total costs. If more than 20% of the total costs are required for equipment and renovations, senior leadership (Dean of the Lead Investigator, the Provost, and the Vice President for Research) must be consulted first and prior to the submission of the proposal.*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | 07/01/2025 – 06/30/2026 | 07/01/2026 – 06/30/2027 | 07/01/2027 – 06/30/2028 | 07/01/2028 – 06/30/2029 | 07/01/2029 – 06/30/2030 |  |
|  | **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Year 5** | **TOTAL** |
| Senior Personnel |  |  |  |  |  |  |
| Other Personnel |  |  |  |  |  |  |
| Travel |  |  |  |  |  |  |
| Equipment and Renovations |  |  |  | X | X |  |
| Materials and Supplies |  |  |  |  |  |  |
| Other Expenses |  |  |  |  |  |  |
| **Total Costs** |  |  |  |  |  |  |

**BUDGET JUSTIFICATION**

*4 pages maximum.*

*Provide a detailed description and breakdown of each budget item listed above, the purposes for which you will use the funds, and justification for each.*

**Senior Key Personnel** (Lead, Co-lead, and Member investigators)

*For each individual provide: their first/last name, specific role on the project, percentage of effort, dollar amount of salary and benefits requested, and their responsibilities in the project. Utilize the following format:*

*Investigator First/Last Name, Role [e.g., Co-Lead Investigator], will dedicate X% of effort and receive X amount of salary support for each year of the project. This Co-Lead Investigator will be responsible for the overall coordination of the project and supervision of the graduate students and other project personnel. Provide additional detail here of relevant work or accomplishment, showing suitability to the project.*

**Other Personnel** (includes non-key personnel, that is, members who will not be playing a leadership role, but will contribute through their labor, e.g., graduate students, postdocs, technicians, administrative staff, etc.)

*For each individual, provide their first/last name, role or position, dollar amount of wages/salary/benefits requested, and specific role in the project. Utilize the following format:*

*First/Last Name [or TBD if unknown at time of proposal], role [e.g., Graduate Assistant], will receive X amount of salary support for each year of the project. The Graduate Assistant will [provide detail of what the GA will be doing on this project].*

**Travel**

*List total amount requested in each year and note what the amount covers, e.g., airfare, hotel, per diem, and mileage reimbursement. Please specify domestic or international travel and include reasonable amounts. Funds may be requested for field work, attendance at meetings and conferences, and other travel associated with the proposed work, including subsistence. Attendance at meetings or conferences must be necessary to accomplish proposal objectives or disseminate its results.*

**Equipment and Renovations**

*Equipment purchases / costs are only permitted in years 1 through 3. List the equipment you are requesting for the project. Each individual equipment item or total of all components must cost at least $5,000 and have a useable life of more than 1 year. Include model number if possible, a price quote from a reputable source, listing name of source. Explain the necessity of the equipment to the project.*

*If equipment will require renovations, include the approximate cost of renovations here. Equipment and renovations may be no more than 20% of the total costs. If more than 20% of the total costs are required for equipment and renovations, senior leadership (Dean of the lead investigator, the Provost, and the Vice President for Research) must be consulted first and prior to the submission of the proposal.*

**Materials and Supplies**

*Materials and supplies are costs that can be identified specifically with this proposal and are required in the direct performance of the research. Expenses include laboratory supplies.*

**Other Expenses**

*Any additional costs associated with the research not clearly covered in previous categories, e.g., faculty recruitment, publication costs, consultant services, computing services, etc.*

**OTHER SUPPORT**

*For each investigator participating as senior personnel on this proposal, please list all active and pending support, utilizing the Common Form format:*

**Investigator First/Last Name**

ACTIVE

Title: Chloride and Sodium Transport in Airway Epithelial Cells

Major Goals: The major goals of this project are to define the biochemistry of chloride and sodium transport in airway epithelial cells and clone the gene(s) involved in transport.

Project Number: 2 R01 HL 00000 - 13

Name of PD/PI: Anderson, R.R.

Source of Support: NHLBI

Primary Place of Performance: University of California, Los Angeles

Project/Proposal Start and End Date: (MM/YYYY) (if available): 03/2021 – 02/2026

Total Award Amount (including Indirect Costs): $1,492,232

Person Months (Calendar/Academic/Summer) per budget period.

| Year (YYYY) | Person Months (##.##) |
| --- | --- |
| 1. 2022 | 3.6 calendar |
| 2. 2023 | 3.6 calendar |
| 3. 2024 | 3.6 calendar |
| 4. 2025 | 3.6 calendar |
| 5. 2026 | 3.6 calendar |

PENDING

Title: Liposome Membrane Composition and Function

Major Goals: The major goals of this project are to define biochemical properties of liposome membrane components and maximize liposome uptake into cells.

Project Number: DCB 950000

Name of PD/PI: Anderson, R.R.

Source of Support: National Science Foundation

Primary Place of Performance: University of California, Los Angeles

Project/Proposal Start and End Date: (MM/YYYY) (if available): 10/2021 – 09/2023

Total Award Amount (including Indirect Costs): $262,921

Person Months (Calendar/Academic/Summer) per budget period.

| Year (YYYY) | Person Months (##.##) |
| --- | --- |
| 1. 2022 | 2.4 calendar |
| 2. 2023 | 2.4 calendar |

**REFERENCES CITED**

*Page count not included in total pages permitted.*

**BIOSKETCHES / CVs**

*Page count not included in total pages permitted.*

*Insert the biosketch or curriculum vitae for all senior personnel. If you are submitting biosketches, they must be in NSF, NIH, or DOE format.*