

# Call for Proposals: Cross-Disciplinary Research Fund (CDRF) FY24

<b>Title:</b>	Cross-Disciplinary Research Fund (CDRF)
<b>Award Period:</b>	July 1, 2023 – June 30, 2024
<b>Purpose:</b>	To provide new seed funding to GW faculty for collaborative cross-disciplinary research and a competitive second year of funding to GW faculty who received CDRF funding in FY23
<b>Proposal Due:</b>	<b>Tuesday, February 14, 2023 at 12:00PM (noon)</b>
<b>Eligibility:</b>	<b>Two or more faculty/researchers</b> from diverse disciplines who will serve as Co-Investigators. Established research Centers and Institutes are encouraged to apply. **Proposals shall name one Lead Principal Investigator (Lead-PI) as the responsible point of contact.
<b>Amounts:</b>	Awards are up to \$50,000 for (1) year.
<b>Contact:</b>	<a href="mailto:intramurals@gwu.edu">intramurals@gwu.edu</a>
<b>Website:</b>	<a href="https://research.gwu.edu/cross-disciplinary-research-fund">research.gwu.edu/cross-disciplinary-research-fund</a>

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## Program Description

The goal of the Cross-Disciplinary Research Fund (CDRF) is to establish collaborative research partnerships within research Centers and Institutes or between **two or more diverse disciplines** that encourage strong applications to externally funded opportunities. Applicants should outline how diversity is addressed in the proposed project. This may include, for example, a description of how the research is addressing societal inequalities for groups of disproportionately impacted individuals (across racial/ethnic, gender, socioeconomic lines), or how full participation of underrepresented groups is attended to, or how broader impacts are integrated, among others.

Emphasis will be placed on junior investigators, first-time applicants, and investigators who are proposing work in a new area of cross-disciplinary research. Proposals to continue or extend previous work will be considered but prioritized accordingly.

Furthermore, applicants are encouraged to articulate how the proposed research and scholarship supports one or more of the university's academic priorities which include:

- Equity and Social Justice
- Academic Medicine
- Sustainability and Climate Change
- Data Science, Computing, and Society
- [Penn West Equity and Innovation District](#)

## Eligibility Criteria

CDRF Co-Investigators must meet the eligibility requirements of being a principal investigator (PI) on an externally funded project. PI eligibility is determined by the schools. (Please note that if approval by the Institutional Review Board (IRB) is required, the IRB will continue to have its own [PI eligibility criteria](#) in accordance with their accrediting body's guidelines.)

## Second Year CDRF Eligibility Criteria

All applicants that received new CDRF funding in FY23 are eligible to compete for a second year of project funding. Applicants who received a No Cost Extension (NCE) approval for first year CDRF funding in FY22 are also eligible to apply for a second year of funding.

## Budget

Typically, awards will provide up to \$50,000 per year. Allowable costs are outlined in detail in the Proposal Components section below.

Awardees will be expected to adhere to all university policies and procedures including disclosure of conflict of interest and patents and innovations. More information can be found below in the Award Administration section.

## Proposal Components/Compliances: Due Tuesday, February 14, 2023 at 12:00PM

PIs are required to submit their CDRF (FY24) applications through the [OVPR-InfoReady](#) portal. Please select the "Login for George Washington University Users" and login with your official George Washington University UserID@gwu.edu and password. Emailed proposal components will not be accepted; complete proposals must be submitted via [OVPR-InfoReady](#) portal. Unrevised resubmitted applications from previous CDRF competitions will not be accepted. Noncompliant proposals will be returned and may not be reviewed.

The application will consist of the following components to be uploaded into OVPR-InfoReady portal (please note page limits):

### **Abstract/Summary – 1 Page Limit**

- Concise overview of important aspects of your proposal and its conceptual framework.
- Describes:
  - The main goal of the project and how to accomplish, manage and evaluate it.
  - Project objectives.

**Narrative – 5 page limit that includes the following six components**

<b>Narrative Components</b>	
<b>1. Objectives/Specific Aims</b>	
<b>First-year CDRF Competition</b>	<b>Second-year CDRF Competition</b>
<ul style="list-style-type: none"> <li>• What research questions or problem will be addressed?</li> <li>• What will be accomplished during the project period?</li> <li>• What tasks will be involved and how will they be accomplished?</li> <li>• If applicable, how is the proposed effort distinct from existing GW projects?</li> </ul>	<ul style="list-style-type: none"> <li>• What research questions or problem will be addressed?</li> <li>• Has the scope of your research changed based on year 1 findings?</li> </ul>
<b>2. Significance &amp; Broader “CDRF” Impact</b>	
<b>First-year CDRF Competition</b>	<b>Second-year CDRF Competition</b>
<ul style="list-style-type: none"> <li>• What important problem or critical barrier does the proposal address?</li> <li>• What will be the effect of this study on the concepts or methods that drive this field?</li> <li>• Why are the personnel involved the best people to accomplish this?</li> <li>• What is the cross-disciplinary component of this project?</li> </ul>	<ul style="list-style-type: none"> <li>• What tasks have been completed and what has been accomplished?</li> <li>• What methods have you utilized?</li> <li>• What initial data have you collected?</li> <li>• Why are the personnel involved the best people to continue this project?</li> <li>• What is the cross-disciplinary component of this project?</li> </ul>
<b>3. Research Plan/Methods</b>	
<b>First-year CDRF Competition</b>	<b>Second-year CDRF</b>
<ul style="list-style-type: none"> <li>• What is the purpose of this project? Examples include, but aren’t limited to: testing a hypothesis, addressing a critical need, or constructing a specific model.</li> <li>• Why are the proposed methods the best way to accomplish the goals?</li> <li>• What method(s) will be used to accomplish the goals stated in the “Objectives/Specific Aims” section?</li> <li>• What are potential pitfalls to this plan and how are they addressed?</li> </ul>	<ul style="list-style-type: none"> <li>• What is the purpose of this project? Examples include, but aren’t limited to: testing a hypothesis, addressing a critical need, or constructing a specific model.</li> <li>• Why are the proposed methods the best way to accomplish the goals?</li> <li>• What method(s) will be used to accomplish the goals stated in the “Objectives/Specific Aims” section?</li> <li>• What are potential pitfalls to this plan and how are they addressed?</li> </ul>

<b>4. Results/Outcomes</b>	
<b>First-year CDRF Competition</b>	<b>Second-year CDRF Competition</b>
<ul style="list-style-type: none"> <li>• What findings or data will be collected?</li> <li>• How will the findings of the proposed project relate to the overall goal of the proposal?</li> <li>• What are the next steps for this proposed project once these goals are achieved?</li> </ul>	<ul style="list-style-type: none"> <li>• What data has been collected to date and what remains to be collected?</li> <li>• What are your findings to date?</li> <li>• How will the findings support a proposal to an external funding agency or organization?</li> </ul>
<b>5. Plan and Likelihood of Obtaining Extramural Funding</b>	
<b>First-year CDRF Competition</b>	<b>Second-year CDRF Competition</b>
<ul style="list-style-type: none"> <li>• How will the findings of the proposed project be used to submit external grant proposals?</li> <li>• Provide planned submission, funder, program and submission dates. Be as specific as possible.</li> <li>• Describe how this work will increase the likelihood of obtaining external funding.</li> <li>• Provide the timetable for grant proposal submission.</li> </ul>	<ul style="list-style-type: none"> <li>• When, how and to whom will an external grant proposal be submitted?</li> <li>• What steps have been taken to obtain extramural funding so far?</li> <li>• Provide planned submission, funder, program and submission dates. Be as specific as possible.</li> </ul>
<b>6. Diversity, Equity and Inclusion Component</b>	
<b>First-year CDRF Competition</b>	<b>Second-year CDRF Competition</b>
<ul style="list-style-type: none"> <li>• How have you demonstrated diversity, equity and inclusion in your research efforts?</li> <li>• Does bringing diversity dimensions to your research meet previously unmet needs or open new markets?</li> <li>• Have you considered the potential scientific, societal and economic impact of addressing dimensions of diversity in your methodology and dissemination plans?</li> </ul>	<ul style="list-style-type: none"> <li>• How have you demonstrated diversity, equity and inclusion in your research efforts?</li> <li>• Does bringing diversity dimensions to your research meet previously unmet needs or open new markets?</li> <li>• Have you considered the potential scientific, societal and economic impact of addressing dimensions of diversity in your methodology and dissemination plans?</li> <li>• Did you meet your diversity and inclusion effort goals in year 1? Please describe.</li> </ul>

### **Budget – 1 Page Limit**

The budget form can be found in [OVPR-CDRF InfoReady](#) and on the [OVPR-CDRF webpage](#).

Allowable costs include:

- **Faculty salary support** is available for **research** faculty (as defined by the [Faculty Code](#)) serving as PI, but is capped at 25% of project funding. Salary plus fringe cannot be more than 25% of the total project funding.
- **Student support** can be requested for graduate students through the [Graduate Research Assistant/Fellowship program](#) or for undergraduate students paid hourly. Proposals that request funds for student support must explain the student's role in the overall research plan. Students may work throughout the project year, not only during the summer months.
- **Service costs** may be requested as long as they are essential to the project.
- **Travel** may be requested as long as it is essential to the project and can be justified. Travel for non-GW personnel should be limited and will be taken under consideration.
- **Supplies** may be requested as long as they are essential to project and can be justified.

This funding is **not** available to support:

- **Salary** of Tenure Track, non-Research Faculty or Limited Service Faculty. Department chairs should provide the protected time needed to complete the work.
- An already established program on campus.
- Development projects centered on the development of courses, textbooks or course material.
- Requests for matching funds or cost sharing for external proposals.
- Requests for publication fees.

\*\*Please note, OVPR does not determine salary rate for faculty or students. Please contact your school HR business partner for salary information.

### **Budget Justification – 1 Page Limit**

- Narrative summary of all project expenses. (This is in addition to the line-item budget.)
- Allows for the Lead PI to explain why particular funds and their amounts were requested in the budget, why they are necessary to the proposed project, and why they are reasonable.
- Presented in the same sequence of categories as listed in the line-item budget page.

### **Biosketch – Required for each Co-Investigator**

PI is required to submit a Biosketch in one of the following formats:

- A [SciENcv](#) is encouraged including [ORCID](#) identifier.
- If [SciENcv](#) is not included, a biosketch written in a format mandated by a federal agency (including ORCID identifier), examples include [NIH](#) or [NSF](#). If the PI does not have a biosketch that has been used in a proposal submission to a federal agency, they are to create a brief CV that includes the following information:
  1. Education/Training – (Degree/Year/Field of Study/Institution/Location)
  2. Research & Professional Experience – (Dates/Institution or Employer Name/Position)
  3. Funding History – (List proposals submitted/awards received during the past 3 years)
  4. Key Publications – (up to ten)
  5. ORCID identifier

### **Support Information (Optional) – 1 Page limit**

Supporting information may be provided with a maximum of **one (1)** page; however, this optional information may or may not be taken into consideration by reviewers.

### **Formatting Guidelines:**

- Margins - set at 0.5” or greater
- Font - Arial or similar font
- Font Size - 11 or larger (A smaller font size may be used for figures, graphs, diagrams, charts, tables, figure legends and footnotes but it must be readily legible.)
- Headers/Footers - No information should appear in the side margins or in the header. The footer should read Lead PI LAST NAME, FIRST NAME, Page #. (For example: Doe, John, Page 1)
- Line Spacing - The application must be single-spaced
- Page Limits - Full proposals are not to exceed 8 pages (not including the Biosketches and optional support information or references).

<b>Proposal Component</b>	<b>Maximum Page Allowance</b>
Abstract/Summary	1
Narrative	5
Budget	1
Budget Justification	1
Biosketch (1 per Co-Investigator)	N/A
Support Information (Optional)	1
References (Optional)	N/A
<b>Total</b>	8 (not including the Biosketches or <i>optional</i> support information and references)

- Reference Page(s) may be provided, but it is requested they be kept to a minimum and they will not be included in the 8-page limit.
- Proposals must contain all of the components outlined in this document and submitted via OVRP-CDRF InfoReady.
- Proposals that do not follow these guidelines may be returned for completion or declined without review.

## Budget Guidelines

CDRF will support:	CDRF will not support:
Salary for <i>research</i> faculty serving as PI (but capped at 25% of project funding).	Salary of tenure track, non-research faculty or limited service faculty.
General research expenses—supplies, materials, services, etc.	An already established program on campus.
Equipment or software essential to the project and not considered ‘general use’ such as computers, hardware, lab equipment or enterprise-wide software.	Proposals that were previously sent to external agencies and not funded.
Support for student assistants. Graduate students should be budgeted in accordance with the <a href="#">Graduate Assistant/Fellowship Appointment Process</a> and undergraduate students are to be paid hourly.	Requests for matching funds or cost sharing for external proposals.
	Tuition for students.
Service costs & travel (as long as they’re essential to the project).	Requests for publication fees.
Fees associated with core facilities usage.	Development projects centered on courses, textbooks or course material.

- If awarded at an amount lower than the one proposed in the budget, the PIs will be required to submit a revised budget within four weeks of the award notification.
- OVPR reserves the right to modify any budget components of a CDRF proposal
- Award funds will be issued to lead PI home department to be managed

## Review Process

**Awards will be based on the merits and design of the project and on the clarity of the written proposal.**

Proposers should address each item described in **Proposal Components/Compliances**, bearing in mind that the reviewers may not have extensive knowledge of the fields of inquiry being described. Using language appropriate for the educated lay reader and limiting acronyms is critical to the success of a proposal, regardless of the discipline or the technical nature of the research.

Emphasis will be placed on junior investigators, first-time applicants, and investigators who are proposing work in a new area of cross-disciplinary research. Proposals to continue or extend previous work will be considered but prioritized accordingly.

Furthermore, applicants are encouraged to articulate how the proposed research and scholarship supports one or more of the university's academic priorities which include:

- Equity and Social Justice
- Academic Medicine
- Sustainability and Climate Change
- Data Science, Computing, and Society
- [Penn West Equity and Innovation District](#)

If the application is missing major components, the proposal will not be reviewed. Notifications will be sent to all Lead PIs in Spring 2023.

\*\*Lead PIs may request specific reviewers recuse themselves from reviewing the project application. Requests must be submitted to [intramurals@gwu.edu](mailto:intramurals@gwu.edu) prior to the proposal deadline of February 14, 2023.

## CDRF Review Criteria

Proposals will be reviewed on the following criteria:

Year 1	Scale of 1 – 9: 1=exceptional and 9=poor	Year 2	Scale of 1–9: 1=exceptional and 9=poor
Objectives/Specific Aims		Objectives/Specific Aims	
Results/Outcomes		Results/Outcomes	
Cross-Disciplinarity		Cross-Disciplinarity	
Impact		Impact	
Diversity, Equity and Inclusion		Diversity, Equity and Inclusion	
PI Qualifications		PI Qualifications	
Overall Proposal		Overall Proposal	
<b>Total</b>		<b>Total</b>	

A copy of the scorecard can be found in [OVPR-CDRF InfoReady](#) and on the [OVPR-CDRF webpage](#).

## Award Administration

OVPR will transfer the award funds to the Lead PI’s department. All award expenses should be charged to that PI’s department. PIs are expected to expend the award funds in a manner consistent with the approved budget and in keeping with the university’s policies. Any requests for budget reallocation should be directed to the PI’s departmental administration.

[ORCID](#) identifiers and [SciENcv](#) (if applicable) should be submitted as part of the Biosketch.

[The conflict of interest and commitment program](#) (COI) and related policies require specified staff and faculty to report outside activities and interests that could create conflicting loyalties, commitments, or responsibilities, or have the potential to create the appearance of conflicting loyalties, commitments, or responsibilities. Some of these activities could affect or appear to affect the employee's independent, unbiased judgment when making decisions on behalf of the university. If at any time, you experience a situation which could create a conflict of interest or commitment or the appearance of one, it should be reported via email to the [Office of Ethics, Compliance, and Risk](#).

FUNDED PROPOSALS INVOLVING HUMAN RESEARCH PARTICIPANTS, USE OF ANIMALS, HAZARDOUS MATERIALS, AND RADIATION SOURCES must be approved through the appropriate offices (listed below) before the actual research begins. For more information, consult these pages:

- [Office of Human Research](#)
- [Office of Animal Research](#)
- [Office of Laboratory Safety](#)

Patents and inventions may arise from work performed and should be disclosed to the University. For more information, consult the [Technology Commercialization Office](#).



## **PROJECT REPORT**

Recipients are required to submit a brief grant report no later than 60 days after the end of the award that includes identified products (manuscripts, creations, etc.), plans for submission for external funding or alternatively, details of a submission already made.

Awardees will also be asked to comment on engagement with the general public (e.g., presentations, op-eds, etc.) that results from the project. Communications support is available to intramural awardees as outlined on [OVPR's research communications page](#).

Project Reports will be submitted through [OVPR-InfoReady](#) **by August 31, 2024**. Awardees will receive two reminders from [OVPR-InfoReady](#) to submit their Progress Reports. If an NCE is awarded, Award Project Reports will still be available in [OVPR-InfoReady](#) for PIs to provide project updates or show how the project's impact has expanded to additional outcomes.