This document summarizes the College of Architecture’s Program for Research Enhancement (formerly the Research Seed Grant) program. The COA’s Graduate Research and Curriculum (GRC) Committee is responsible for making recommendations to the Dean about recommended awards. In the 2015-16 Fiscal Year (FY, 1 July 2015 - 30 June 2016), $15,000 has been made available to support this program. The program is merit based and awards are made when there is a clear potential to advance the research and creative activities of a COA faculty member.

Eligibility
1. Principle Investigators (PI’s) must be a tenured or tenure-track member in the College of Architecture.
2. PI’s are eligible to apply for research seeds funds once per FY. There is no restriction on the number of times a faculty member can be listed as a Co-PI and individual contributions to the research should be clear.
3. Recipients are required to present their research at a College symposium, usually the COA’s annual Research and Creative Activity (RCA) Day.
4. The maximum award is $3,000 per FY. Faculty are encouraged to couple this proposal with additional ones from other sources. Research seed grant funds are to be utilized roughly during the timeline in the proposal. Without a written request to the GRC, faculty are expected to utilize funds and perform work tasks within one year of the end date listed in the proposal. If funds are not utilized in this timeframe, the applicant(s) will have to reapply to the committee for funding.
5. Proposals should be forwarded to the Chair of the GRC and should contain the following information. The committee encourages faculty submitting proposals to be available at the date/time of the GRC meeting evaluating the proposal to answer any questions the committee has regarding the proposal.

   a) Scope of Work/Project Description that address the below criteria
   b) Calendar of major phases, including a formal date when the research is expected to be complete.
   c) Personnel included (PI, Co-PI’s) with one page CV
   d) Facilities and equipment that are anticipated to be used
   e) Deliverables
   f) *Budget (as detailed as possible)
   g) Future potential external funding
   i) IRB status if known
   j) Director’s (Associate Dean/Dean) signature that indicates review and approval

*Note that hiring students, whether through a graduate assistantship or direct hire with stipend or hourly wage is prohibited as part of this program

Criteria
The proposal will be evaluated using the following criteria and scoring components:

- The ability to lead to additional external funding (25 points)
- The significance of the proposed research activity. This can be documented by support letters/vita from collaborators or others involved in or aware of the proposed work (25 points)
- How the proposal complements and/or leverages existing COA initiatives (20 points)
- Promotion of collaborative and/or multi-disciplinary RCA activity at either COA or external levels (20 points)
- Indication of prior work in RCA area (evidence provided on 1 page CV) (5 points)
- Existence of contributing funds from Division, COA Committee or other source (5 points)