

Promoting Excellence in Education through Research (PEER)

I. Overview

A. Program Description

West Virginia State University recognizes the importance of research, as it is one of the University's foundational mission components. To that fact, the President has authorized the development of the Promoting Excellence in Education through Research (PEER) to be administered by the Office of the Vice President of Research and Public Service. The purpose of this program is to provide financial support to encourage and foster the advancement of research, and to leverage these resources to attract extramural funding to promote and support the enrichment of academia and student learning at the University.

B. Funding

The Promoting Excellence in Education through Research (PEER) is a grant program supported by Title III Funds from the U.S. Department of Education, and supplemented by other STEM-related state, foundation, private and federal funding.

C. Grant Categories:

The Faculty Handbook defines research as follows: "Research is broadly defined as the organized, deliberate efforts to collect, analyze and evaluate information. This may be accomplished through a variety of methods including, but not limited to, the historic method, the survey method, the field study and the experimental method. Research should result in a tangible product, such as a peer-reviewed journal article, book, proceedings abstract, presentation at a professional conference or some other verifiable contribution to the discipline."

Eligible faculty may submit proposals in one of the following grant award categories (grant description in Section II).

1. Applied and Basic Research
2. Summer Faculty Research Program
3. External Funding Proposal Preparation
4. Matching Funds for Extramural Funding
5. Travel

D. Awards

There will be up to 10 academic year (fall and spring semesters) and five summer research grants awarded per year, each with a maximum value of \$5,000.

E. Eligibility

Faculty members with the rank of Assistant Professor or above, and non-tenure-track faculty who hold a full time appointment (1.0 FTE) and are either involved in substantial research activities or faculty who have elected to become more active the University research, are eligible. Emeritus, courtesy, visiting and adjunct appointee ranks are ineligible.

Individuals are limited to one application per funding cycle. Applicants may serve as a collaborator or team member on additional projects.

F. Release Time

Contingent on availability of funding, resources for release time (up to three hours) may be made available upon request.

G. Timeline

Proposal Deadline Dates: September 1 (fall and spring) and March 1 (summer)

Awards Notification: September 30 and March 30

Final Report Due: Within 30 days of project termination

Submit All Reports To:

The Office of the Vice President of Research and Public Service

131 Ferrell Hall, or email in Word or PDF format to mcmeanso@wvstateu.edu

II. Grant Category Descriptions

A. Basic or Applied Research

1. To support the development of programs of research and scholarly work, with emphasis on those that enhance teaching and student research opportunities, especially for early career faculty (full-time regular tenure-track).
2. To provide seed money to develop preliminary data, establish collaborations, and increase grant writing skills, especially among early career faculty (full-time regular tenure-track), to enhance their ability to seek external funding to support future research and training.

B. Summer Research

1. To provide an opportunity for faculty to engage in full-time research and/or proposal preparation activities during the summer.
2. To provide support for collaboration and participation in established research and student-oriented programs, especially those relating to STEM disciplines.

C. External Funding Proposal Preparation

1. To provide support for faculty to develop grant proposals for submission to external funding agencies, in collaboration with the Office of Sponsored Programs and the Office of Research and Public Service.

D. Matching Funds for Extramural Funding

1. To provide matching support for an extramural grant proposal to demonstrate institutional commitment.

E. Travel

1. To provide support for faculty to present the results of research at professional meetings and interact with colleagues.
2. To provide support for faculty to travel to off-campus research sites, such as libraries, museums, collaborating institutions, to conduct research, learn new techniques, gather preliminary data for extramural proposals or other research-related activities.

III. Review and Selection Process

- A.** An initial application review will be conducted by the Office of the Vice President of Research and Public Service to ensure proposals are in compliance with guidelines. Proposals deemed non-compliant will be returned to the applicant. Applications that are complete and responsive to this request will be forwarded to a review panel from the University Research Council and evaluated for scientific and technical merit.
- B.** The Vice President for Research and Public Service, serving as chair of the University Research Council, will assign two primary reviewers from the Council. The reviewers will complete an evaluation of the application, identifying strengths and weaknesses related to each of the review criteria. Reviewers will independently assign a score for each criterion, as well as an overall score, for each application they review. Based on the overall scores assigned by reviewers, an average overall score for each application will be calculated and a preliminary rank order of applications will be prepared for consideration of the Chair of the Council.
- C.** The Vice President for Research and Public Service will review all the scores and rankings and determine the final awards and award amounts.

IV. Application Process and Guidelines

Applicants should submit proposals (five-page limit) as an email attachment to the Office of the Vice President of Research and Public Service. The proposal must contain:

- A.** Current biographical sketch of Principal Investigator and Collaborators;
- B.** Detailed outline of the purpose, materials and methods, and expected outcomes and impact evaluation;
- C.** Summary of the contributions the project will make to the college or department (including curricular offerings);
- D.** Explanation of how the program relates to the institutional faculty development plan, especially how it will increase the ability of the institution and the department or college to adapt to changing curricular, student and societal needs;
- E.** Budget and budget narrative, including salaries, benefits, supplies, equipment, travel, publications or other costs; and
- F.** A letter from the department chair indicating the department's support and describing the anticipated benefits to the department if the proposal is funded.

V. Reporting Requirements

Faculty program participants are required to submit a brief report 30 days following the termination of the grant period. This report shall be addressed to the Vice President for Research and Public Service, and sent to the Office of Research and Public Service. The report shall include a brief description of the project, research accomplishments for each objective, and an assessment of the impact on the faculty member's development as a result of the program. The faculty member should also include plans for continuation of their project and how it will be beneficial to the University, their teaching and student success.

For continuing grants, updates are required 30 days following the end of the semester and by August 15 for summer research participants.



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Evaluation Criteria

PI Name _____

- _____ **Grant Award Category**
- _____ **Applied or Basic Research**
- _____ **Summer Faculty Research**
- _____ **External Funding Proposal Prep**
- _____ **Matching Funds for Extramural Funding**
- _____ **Travel**

A. Personnel Resources (10 points)

This criterion relates to the adequacy of the number and qualifications of key personnel who will develop and carry out the project. _____

B. Purpose, Methods, Outcomes and Impact (50 points)

This criterion relates to the soundness of the overall approach, adequacy of resources, explanation of expected outcomes, and a process to evaluate impact of project.

Purpose (20 points) _____

Materials and methods (10 points) _____

Outcomes (10 points) _____

Evaluation (10 points) _____

C. Contribution to WVSU (15 points)

This criterion relates to how the project will contribute to departmental, college, and institutional goals, strategic plan, and expected collaborations and partnerships that will be developed.

Institutional Needs (10 points) _____

Partnerships (5 points) _____

D. Budget and Budget Narrative (25 points)

This criterion relates to the adequacy, cost effectiveness and justification of the budget and budget narrative.

Budget _____

Budget Narrative _____

TOTAL _____