CALL FOR PROPOSALS

Cybersecurity Seed Grants (CSG Award)

**TO:** UCCS Full Time Tenured and Tenure-Track Faculty

**FROM:** Associate Vice Chancellor for Research

**SUBJECT:** Call for Proposals for Cybersecurity Seed Grants – **December 10, 2021 by 5:00pm**

With funding from the Cybersecurity Initiative, the objectives of this investment program are to promote research excellence in cybersecurity, to help pre-tenure faculty members establish research programs, and to assist all faculty members in becoming nationally competitive when seeking cyber-related funding from sources external to UCCS.

Cybersecurity is inherently an interdisciplinary effort and proposals from all department and colleges will be considered to include the technical and non-technical aspects, for example, medical disciplines, sociology, psychology, languages, data science, ethics, risk, policy, legal and other fields as they relate to cybersecurity. We also encourage cooperative efforts bringing these discipline areas together to solve hard cybersecurity problems.

The proposals submitted under this funding program are evaluated by a panel of experts from across campus. The review committee selects awardees in accordance with the eligibility and evaluation criteria specified below. The funds will be made available to awardees in Spring 2022.

**ELIGIBILITY**

To be eligible to receive a CSG award, applicants must meet the following eligibility requirements:

* Applicants must be a full-time tenured or tenure-track faculty members at UCCS. Newly hired faculty members who have not yet begun employment are not eligible.
* Faculty may submit only one proposal as principal investigator, but may serve as co-principal investigator without limits.
* Requests are limited to a maximum of $7,500.
* **Awarded funds may not be carried over and must be spent by July 01, 2022,** due to legislative requirements. We are unable to offer extensions.

**CRITERIA FOR EVALUATION**

Awards will be based on the merits of the proposals, according to the following:

1. Primary Criteria

* Clarity and comprehensibility of the proposal to a non-expert reviewer.
* Evidence that the award will help the proposer become more competitive when seeking extramural funding.
* Identification of a potential source of funds for supporting continued research. The proposal must identify a possible funding source (e.g., private foundation or government agency) including posted or projected deadlines for applying. \*
* Scholarly and/or applied significance of the project. Funding is for research, which can include pedagogical research, student-outcome centered research, and workforce development, — stand-alone curricular materials or activities will not be funded.
* Feasibility of achieving project goals, including appropriate and clearly defined methods.
* Likelihood that the project outcomes will be appropriately disseminated (e.g., through publication or patents).

2. Secondary Criteria

* Proposals for summer stipends alone will receive lower priority.
* Proposals that involve students (especially funding for students) will receive higher priority than those which do not.
* Proposals that support equipment or software that can be used by multiple researchers and/or in other research projects will receive higher priority.
* Pre-tenured faculty on the tenure track will receive higher priority than tenured faculty.
* Faculty starting new research directions will receive higher priority.

*\* If needed, please contact the Office of Research for assistance with identifying external funding sources.*

**DEADLINE FOR APPLICATION**

Electronic submissions of the complete proposal must be received by **December 10, 2021 at 5:00pm.** Awards will be announced in early Spring 2022.

**PROCEDURE FOR SUBMITTING THE APPLICATION VIA EMAIL**

1.  Save your proposal as a single pdf file using your last name as the filename

2.  Email your proposal, including the cover sheet, to the Office of Research [OOR@uccs.edu](mailto:OOR@uccs.edu)

**PROPOSAL FORMAT**

The proposal should contain the following sections, with the specified length restrictions.

Proposal contents must be clear to the intelligent lay person. This is absolutely essential for thorough consideration of proposals by the panel of reviewers.

**I. COVER PAGE** (one page)

The cover page is provided in a standard format and is included as the last page in this document. If more convenient, it is acceptable to substitute your own cover page that contains the same information.

**II. DESCRIPTION OF PROPOSED RESEARCH**

(1000 words, including figures and tables; approximately three pages)

The description of the work to be accomplished must be intelligible to readers in other disciplines. The text shouldn’t include undefined jargon. Please double-space the text and use a 12 point font size. The 1000 word limit for section II, including all text, tables, and figures will be enforced. Project descriptions exceeding 1000 words (approximately three (3) pages depending on figures and tables) will be INELIGIBLE.

**III. BIBLIOGRAPHY** (one page)

Include a bibliography for references cited in the description in section II.

**IV. BUDGET REQUEST** (up to two pages)

Carefully justify all proposed expenses. Budgets should be detailed, itemized, and justified as precisely as possible in terms of the following types of categories: travel expenses, equipment, supplies, principal researcher’s stipend, student assistant salaries, fees, professional development, and communication costs.

All budget requests are examined carefully by the panel of reviewers who reserve the right to determine the final budget. The review panel may alter the budget, (e.g., reduce the amount requested); in that event, the award will be subject to the proposer’s acceptance of the modified budget.

Include a list of any other funding sources for the proposed project. Projects fully-funded from another source will not be funded. With suitable justification, projects which are partially-funded from another source may qualify for supplemental funding with CSG money.

**Notes on allowable costs:**

* Buy-outs can be supported if approved by the college Dean and will be at the current honorarium rate for each applicant’s college or $5,500 whichever is less. Funds must also include fringe (at 30.7%); the funds used for buyouts thus cannot exceed a total of $7,187. All buy-outs must be clearly justified in the budget section as to why the work requires a differential workload. Please seek Dean approval prior to submission.
* Proposals with summer stipends will be considered, but applicants should be aware that normal reductions in pay (e.g., income tax and FICA) will be withheld. **Stipend money may not be carried over past July 01, 2022.**
* Travel requests must be specified in the budget justification and address how the travel helps in achieving the goals of the proposed project and renders the applicant more competitive for a future sponsored program. Travel for data collection, research purposes, professional development, or to attend an external conference is allowable. Please be aware that university travel policies have been updated based on current pandemic recommendations and is permitted with approval. [Please view UCCS’s current travel guidance before submitting your application.](https://covid19.uccs.edu/travel-policies)
* Requests for conference travel must include a justification as to why the travel cannot be paid for with other resources on campus or elsewhere. Proposals that request funding for conference travel only will not be considered. Conference travel must specify the conference by name and clearly identify how conference participation helps in achieving the goals of the proposed project and renders the applicant more competitive for a future sponsored program. Please be aware that university travel policies have been updated based on current pandemic recommendations and is permitted with approval. [Please view UCCS’s current travel guidance before submitting your application.](https://covid19.uccs.edu/travel-policies)
* Proposals that involve students must clearly articulate the role of the student in assisting the proposer’s project. Funding cannot support a primarily student-driven project (e.g., a dissertation).
* Requests for computer equipment, software, or peripherals must include a justification as to why these cannot be accessed through current services on campus or elsewhere.

**V. POTENTIAL SOURCES OF EXTERNAL FUNDING FOR CONTINUED WORK**

(one page)

Include information about at least one grant or contract opportunity through which the proposer can seek future funding for either a follow-on to the project described in this proposal, or for similar work. The information should include the funding entity’s name (can be a private or governmental body), a single paragraph summary of the funding program or opportunity (cutting-and-pasting from a solicitation is sufficient), and deadlines for submission. If a proposer needs assistance in identifying a potential source for external funding, they are encouraged to contact the Office of Research.

The proposal must detail how the project directly contributes to the competitiveness for a future sponsored program; including pilot data; proof of concepts; improved publication record; equipment training, etc.

**VI. CONDENSED *CURRICULUM VITA*** (two pages)

The CV should emphasize research activity, highlighting the last five years and/or previous work relevant to the proposed project. Use of either the [NSF Biosketch format](https://www.nsf.gov/pubs/policydocs/pappg18_1/pappg_2.jsp#IIC2f) or the [NIH Biosketch format](https://grants.nih.gov/grants/forms/biosketch.htm) is encouraged, but not required.

**VII. LIST OF CURRENT AND PENDING EXTERNAL SUPPORT IN THE PAST TWO YEARS** using the following format:

Project Title:

Agency:

Requested/Funded Amount:

Start/End Dates:

Location of Project:

Role on the Project (PI, Co-PI, etc)

**AWARD CONDITIONS**

Conditions are determined by the OOR and may be subject to change.

**Awardees are required to:**

1. Show scholarly impact of the CSG project within two years from the award date by meeting at least one of the following:
2. Submit a proposal for external funding through the UCCS Office of

Sponsored Programs and Research Integrity

1. Submit a manuscript to a peer reviewed journal
2. Publish a paper in a peer-reviewed conference proceeding
3. Submit a tech transfer invention disclosure
4. Submit a quarterly report (template will be provided) to the Cybersecurity Programs office.
5. Submit a one-year progress update report to the Cybersecurity Programs Office due **August 1, 2022.** Successful applicants will receive further instructions.
6. Submit a final report summary to the Office of Research due **August 1, 2023**. Successful applicants will receive further instructions.
7. Give a 10-minute oral presentation of the final report summary.

**APPLICATION FOR RESEARCH CSG FUNDS**

COVER SHEET

Name

Rank:

School/College

Department or Discipline

Choose one: Tenured Tenure-track

Title of Project:

Total Budget Requested:

Project Abstract: (200 words or less)