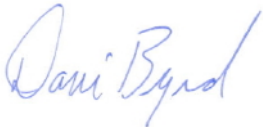


**MEMORANDUM**

To: College Faculty

From: Dani Byrd, Vice Dean for Faculty & Research 

Cc: Howard Gillman, Dean  
Michael Quick, Executive Vice Dean  
Steve Lamy, Vice Dean for Academic Programs  
Kathleen Speer, Associate Dean for Faculty & Research  
Randolph Hall, Vice Provost for Research Advancement

Date: September 1, 2009

Subject: College Research Initiatives

Dani Byrd, PhD

College of Letters,  
Arts & Sciences

Vice Dean for  
Faculty and Research

The Dean's office strongly supports efforts to broaden the participation of College faculty in extramural funding opportunities and to support researchers who are seeking external support.

There are extramural funding opportunities available to large numbers of faculty, and our hope is that faculty members who could receive external support for their excellent research and scholarship will actively engage in securing that support. Our goal is to have a steady increase, every year, in proposal submissions and total external support for our faculty. To this end, we are reissuing three research initiatives from last year—the Seedling Initiative, the Seal-the-Deal Initiative, and the Time-for-Two Initiative. In addition, we are pleased to announce a new initiative intended to foster the expansion of funding in the Humanities and Social Sciences—the Fulfilling Funding Initiative.

**I. College Research Office**

The *College Research Office* continues to offer regular workshops that are designed to introduce researchers to the grant proposal preparation and submission process. Information and schedules for these workshops will be posted at <http://college.usc.edu/training/>. We encourage you to contact the College Research Office for help with proposal preparation, including drafting a budget, completing forms, and preparing documents ([research@college.usc.edu](mailto:research@college.usc.edu) or 740-2531).

In addition, we are pleased to issue a new research initiative for many of our faculty in the Humanities and Social Sciences.

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Tel: 213.740.2531  
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## **II. The “Fulfilling Funding Goals” Initiative for in the Humanities and Social Sciences**

In order to ensure that faculty have the time to oversee their funded research programs and laboratories and fulfill the expectations of their sponsors, faculty in the Humanities and Social Sciences (excepting Psychology & Economics, where unique course load circumstances are already in place) who have a standard-overhead grant in an amount equal to or exceeding \$35K in a given academic year may reduce their teaching load by one course for that year. Eligible individuals should contact their Chair and Vice Dean Byrd.

*The Fulfilling Funding fine print:* Eligibility requires that the extramural grant or contract have the standard university on-campus overhead (F&A) rate (currently 63%) and that the annual funding be \$35K in modified total direct costs (MTDC). If the grant has multiple investigators, the faculty member’s individual portion of the award must meet or exceed the eligibility requirement. If the individual already has a research-related course release granted (e.g., for a Center directorship, or a start-up package), a second release is not available under this initiative. No banking of releases or overload arrangements are allowed under this initiative, and all GE/ARLT obligations must be met. No more than one course release will be granted under this initiative, and this release may not result in a faculty member having fewer than 3 units of teaching obligation in the relevant year.

Lastly, for your reference below, we are pleased to reissue three research initiatives already active in the College:

### **III. The New Investigator “Seedling” Initiative**

The *College New Investigator Seedling Initiative* is intended to aid in the preparation of extramural funding proposals by New Investigators (tenured and tenure-track) in the College. Under this initiative the Dean’s office will contribute one-time seed research funds of up to \$2500 to College eligible faculty who commit to submitting a nationally competitive extramural funding proposal. This money is designed to support proposal preparation, data analysis, pilot data collection, preliminary research, or similar activities. Because this initiative is designed to support new investigators, faculty are not eligible for this program if they previously have been awarded nationally competitive extramural funding as a PI or co-PI; also, faculty are ineligible if they currently have more than 10K available to them in research funds (including start-up funds).

*The Seedling fine print:* Faculty interested in participating in this initiative should submit via email to Vice Dean Dani Byrd ([dbyrd@college.usc.edu](mailto:dbyrd@college.usc.edu)) a preliminary abstract of the proposal, the sponsor to whom the proposal is likely to be submitted, and the relevant call for proposals from the sponsor, if available. Please note that if a proposal is not submitted, the faculty member may become ineligible for a Faculty Research Award the following year. Chairs, please communicate this initiative to your new hires as they come into the College. This initiative is subject to annual renewal.

### **IV. The New Investigator “Seal-the-Deal” Initiative**

The *College New Investigator Seal-the-Deal Initiative* is intended to increase the likelihood of a successful proposal for extramural research funding by New Investigators (tenured and tenure-track) in the College. Because this initiative is designed to support new investigators, faculty are not eligible for this program if they previously have been awarded nationally competitive extramural funding as a PI or co-PI. Eligible faculty who have submitted a nationally competitive extramural funding application that has been positively reviewed but has not yet succeeded in being funded, can request, subject to the provisions below, one course release or a research stipend of \$3000 to aid them in the preparation of a

resubmission of the application to the funding agency (or under special circumstances, the submission of a closely related application).

*The Seal-the-Deal fine print:* Eligible faculty interested in participating in this initiative should submit via email to [dbyrd@college.usc.edu](mailto:dbyrd@college.usc.edu): their reviewed proposal, the reviews received (for some sponsors these can be explicitly requested when not provided automatically), the score (if any), and any information relevant to the likelihood a successful resubmission. If no reviews are available, a statement from an experienced colleague in your discipline about the merits of the proposal would be helpful. The applicant should indicate how the time frame of the requested course release would be appropriate for the re-submission of the proposal. The Deans will work with the applicant and the applicant's Department Chair to determine the most satisfactory course for release. Any course release resulting from this initiative will be granted only once per proposal, may not be used if other course releases or buy-outs for the relevant semester have already been approved, and may not result in a faculty member having fewer than 3 units of teaching obligation in the relevant year. The resubmission must occur during the time of the course release or shortly thereafter. If the time frame of the resubmission is too short to permit the necessary changes to scheduling and staffing or if it falls over the summer, the stipend choice must be elected. This initiative is subject to annual renewal.

## **V. The “Time-for-Two” Initiative**

Faculty who are currently a PI or co-PI on one single NIH R01 or P-series grant or on one comparable multi-year NSF, DARPA, DoE, DoD, DHS, EPA, or NASA award can apply to Vice Dean Dani Byrd for a course rescheduling in order to prepare and submit a second such federal award for a different project (competing and non-competing renewals are not eligible; only wholly new projects). In consultation with the department chair, the course obligation will be deferred for a maximum of two semesters to allow for the submission and possible resubmission of the new grant proposal. If the grant is successful and awarded, the course obligation owed will be waived.

*The Time-for-Two fine print:* The untaught course may not be a GE/ARLT course.

- a) If the grant proposal is not submitted before the start of the semester following the semester in which the designated course was untaught; or
- b) If the grant is not successfully awarded within two semesters and a summer, then the course obligation will come due the following semester and will be scheduled in consultation with the department chair, in addition to the faculty member's regularly scheduled courses for that semester.