

***NOTE: Change in # Copies to be Submitted...see Checklist Requirements***

**TO: NDSU Deans and Chairs in the Sciences, Engineering, and Mathematics (SEM)**  
**FROM: Kelly A. Rusch, Ph.D., Project Director, ND EPSCoR, NDSU Office**  
**RE: New Faculty Start-Up Funding Opportunity**

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Department Chairs, Deans recruiting Department Chair/Head positions, and Directors of the ND EPSCoR-designated Research Initiative are invited to submit proposals requesting start-up funds for tenure-track research faculty to be hired during FY2016. **The major goal of this program is to attract highly qualified tenure-track faculty to our research-intensive universities who will be nationally competitive for grants from federal agency research programs in science, engineering, and mathematics.**

A *Letter of Intent* is requested no later than July 1, 2015. Failure to submit a Letter of Intent by this date will not affect the proposal reviews. Proposals are due in the ND EPSCoR campus office by no later than **Noon, August 6, 2015**. Proposals will be reviewed by an external panel **in September or October 2015** on the UND campus. The external panel will interview **only** the Dean, Department Chair, or Research Director submitting the proposal. The interviewee is welcome to bring five copies of supplemental hard copy handouts to this session, but no audio/visual aids will be allowed. Awards will be announced in late **October** or early **November, 2015**. ND EPSCoR anticipates making up to 5 awards for up to two years of support. Awards are contingent on continued funding from the National Science Foundation and the State of North Dakota. If funding continues, award dollars should be available July 1, 2016, to hire a new Department Chair and September 1, 2016, for new faculty.

**Key Points Relevant to this Award Program:**

1. ND EPSCoR is focused on building research capabilities that are aligned with the research-intensive universities' institutional long-term research objectives; the research commitments of the higher education roundtable; and research that builds the economic base of North Dakota as expressed by the Governor and the State Legislature. Applicants should consider these points to devise an appropriate Research Infrastructure Development Plan (primary evaluation criterion 5).
2. Department hiring processes will be at various stages during proposal review. Thus, it is not necessary that individual recruits be named in the proposal. Rather, the evaluation will be based on the **Primary Evaluation Criteria** listed below.
3. Proposals will be reviewed externally, and this committee makes recommendations for funding. The Project Administrator, in collaboration with the campus Vice President for Research, Creative Activity negotiates award levels with the successful departments.
4. These funds should be allocated for faculty summer salary (two months maximum per summer), graduate research stipends (academic year and summer), research-related travel, critical permanent equipment, supplies, and other resources deemed essential for a promising investigator to launch a nationally-competitive research program. No academic year faculty salary is allowed.
5. These funds **must supplement and not replace** resources that would be used to recruit a new professor.
6. These funds are targeted for the new faculty member's exclusive use.
7. Departments are expected to employ effective search and hiring processes to recruit high-quality diverse faculty.

**Primary Evaluation Criteria:**

1. The quality and sustainability of the Research Infrastructure Development Plan for recruiting and hiring high-quality diverse faculty with exemplary academic/professional qualifications.
2. The extent to which the applicant department can provide the environment; i.e., research space, reasonable teaching load, access to equipment and support staff, and the support of her/his colleagues necessary for building a **nationally-competitive** and **sustainable** research program via successful proposals, publications, and graduates in an area normally supported by the National Science Foundation
3. The department, college, and other support available to the new faculty member provided by the applicant. Typically, though not required, the proposed department support level equals the amount requested from ND EPSCoR. It may be larger or smaller than the amount requested from ND EPSCoR. Support may be from sources within the university or from extramural (non-federal) funds.
4. The quality of plans to ensure successful research mentoring for graduate student and/or postdoctoral positions.
5. The impact of department's Research Infrastructure Development plan on areas of research that address state/regional interests.
6. All SEM areas are eligible to apply, but preferences include: disciplines related to NDSU's ND EPSCoR research cluster of Sustainable Materials Science, sustainable chemistry, engineering, and materials.

**DISCUSSIONS WITH THE CAMPUS ND EPSCoR OFFICE ABOUT THE PROGRAM AND EXPECTATIONS REGARDING INSTITUTIONAL COMMITMENTS ARE STRONGLY ENCOURAGED.**

**Checklist Requirements:** (Failure to comply with this checklist may result in the proposal being rejected.)

Submit both paper and electronic versions:

**Paper Proposal: Original + 2.** No more than 11 double-spaced (#s 1-4), one-sided pages, margins  $\geq 1$ ", with no less than a 10-point font. Staple all copies in the following order:

1. ND EPSCoR Cover page – available at the following link <https://www.ndepscor.ndus.edu/fileadmin/ndus/ndepscor/NewFacultyStUp/NDSUNFStUpCovSht-pdfwebForm2015.pdf>
2. Executive Summary (one page) which also must describe the long term plan for the department.
3. Proposal description (no more than eight pages).
4. NSF style budget sheet – available at the following link <https://www.ndepscor.ndus.edu/fileadmin/ndus/ndepscor/NewFacultyStUp/NDSUNFStUpBdgtSheet2015.xls>
5. Appendices (20-page maximum) limited to and in the following order:
  - a) One-page fact sheet describing the state-of-the-department, including current faculty and their research expertise, active and recently expired grants and contracts, and average teaching loads.
  - b) Letters of commitment for support from department, college, or other sources.
  - c) Interdepartmental support letters if specific collaboration is proposed.
  - d) Graduate and Postdoctoral Research Mentoring Plan
  - e) One-page describing department plans for recruiting a diverse candidate pool and ensuring effective and equitable hiring processes are employed.
  - f) CVs of candidates who have received invitations for interviews from the applicant department (if appropriate, and if particularly strong candidates have been identified).
  - g) Up to one page describing benchmarks for new faculty hires (timelines/metrics).
6. Summary of Department's research expenditures over past 5 years.
7. List of research expenditures for each faculty member over past 5 years.

**Electronic Proposal:** A complete proposal in a single PDF file to [elizabeth.jung@ndsou.edu](mailto:elizabeth.jung@ndsou.edu) Please indicate subject line as New Fac Start-Up Prop.

Please direct your questions to the ND EPSCoR office 231-8400 or Elizabeth Jung at 231.1048; [elizabeth.jung@ndsou.edu](mailto:elizabeth.jung@ndsou.edu)

For information about ND EPSCoR and other funding opportunities, please visit the ND EPSCoR website at [www.ndepscor.ndus.edu](http://www.ndepscor.ndus.edu)