



NC State University's 2015 Outreach and Engagement Strategic Plan identified three regions (see Appendix A) where the university would form intentional partnerships between the University and communities.

The Fiscal Year 2018 Outreach and Engagement (O&E) Incentive Grants Program seeks to align interdisciplinary faculty, their expertise, their students, and their research work to address significant community challenges in one or all three of the identified community partnerships, as outlined in the NC State Outreach and Engagement 2016-2020 Strategic Plan. This effort also supports student engagement through faculty and community collaborations.

The incentive grants will work to stimulate interdisciplinary proposals that will be competitive for extramural funding, and to jumpstart innovation and broaden the base of faculty, staff, students and community partners participating in institutional engagement priorities. Interdisciplinary collaborations are considered to be intensive work that integrates information, data, techniques, tools, perspectives, concepts, and theories from two or more disciplines to advance understanding and present opportunities to solve problems.

### **Eligibility**

Proposals may be submitted by any NC State faculty member or EHRA staff who is eligible to submit a proposal to an external funding agency.

### **Award Amount and Duration**

Awards can be up to \$10,000 per project and will become available in February 2018. The maximum number of awards for the Spring 2018 competition is seven (7). The funds would be available for use until the end of June 2019.

Funding for the Incentive Grants is not assumed to be given each year by the Office of the NC State Vice Chancellor for Research, Innovation and Economic Development (ORIED) and the Director of the Kenan Institute for Engineering, Technology and Science (KIETS). Additionally, it should not be assumed that a Principal Investigator (PI) will be awarded an Incentive Grant in recurring award cycles.

The FY18 Incentive Grants Program funding cycle ends June 30, 2019 and any unused or unencumbered funds will be transferred back to the Office of Outreach and Engagement for reinvestment in the next fiscal year's incentive grants program. In March 2019 the Academic Outreach & Entrepreneurship Business Office will notify the Principal Investigators to obtain the necessary carryover information, if applicable. Projects are typically not renewed and carryover is contingent upon approval.

### **Proposal Submission Procedure**

Proposals for funding should be submitted to Samantha Graham, Innovative Engagement Program Manager, by email, no later than **5:00 PM, on January 16, 2018**. Late or incomplete applications will not be accepted. Applications should be prepared with the specifications noted below under "Proposal Guidelines." Selections will be announced by February 16, 2018.

## Proposal Guidelines

Proposals should consist of the following materials in this sequence (submitted as ONE pdf file):

1. Cover Page: Include title, project period, budget request, names of one (1) lead PI and co-PIs, and the departmental/unit affiliation of the lead PI.
2. Project Description. Up to three (3) pages of text MAXIMUM describing the project. If a Project Description is longer than 3 pages, only the first 3 pages will be reviewed. The project description should be written such that it can be understood by an interdisciplinary research committee. PIs should keep in mind that their proposals are not being evaluated by a discipline-specific committee, but rather by an interdisciplinary one. The project description should include the following:
  - Sufficient detail to clearly inform how the grant will service as a prototype or pilot for an idea that may be expanded or replicated in a future proposal.
  - A clear and compelling statement of work that describes the novelty of the proposed work, and enumerates milestones to be accomplished, deliverables over the duration of the funding and projected outcomes.
  - A rationale for the alignment of the proposed work to be in support of NC State and the Office of Outreach and Engagement Strategic Priorities.
3. Plans for continuing external support (1 Page). Proposals must specifically list the programs and agencies to which future external proposals will be submitted, delineate how the proposed O&E Incentive Grants Program project will result in more competitive external proposals, and a timeline for submission to external funding organizations.
4. References Cited (no page limit)
5. A budget and justification of expenses.
  - Budgets should not exceed \$10,000, to include personnel costs and fringe benefits and taxes.
  - Use the [O&E Incentive Grants Program Budget Request & Narrative Template](#) to submit your request and link to your proposal.
  - The budget may include all normally allowable costs of the project to include faculty effort during the summer periods for 9-month faculty. Administrative and indirect costs are not allowable.
  - Facilities and Administration (overhead) is the main source of incentive grants program funding. Therefore; as you develop your proposal budget, ensure you follow all State guidelines for appropriated operating funds.
6. Biographical sketches of lead PI and Co-PIs.
7. A list of current and pending projects of lead PI and co-PIs.
8. Letters of support from colleges and department heads, including agreements to provide release time, student support, supplies, travel funds and other financial resources to support the PI and other key faculty in the proposal. Emails may be submitted if more convenient to demonstrate support and approvals in different departments/units.
9. If applicable, letters of support from external partners, including financial support for the efforts being proposed.

## **Projects Supported**

With an emphasis on providing support to advance the goals and strategies outlined in the University Outreach and Engagement Strategic Plan, [\*The New Engagement, 2016-2020\*](#), the projects should accomplish the following goals:

- Align with community identified needs from one or all of the following three geographic regions of the state. Additional information on these university-community partnerships (UCPs) can be found in Appendix A:
  - Lenoir County/City of Kinston
  - Rutherford and Polk Counties
  - Wake County/City of Raleigh
- Partner university knowledge and resources with those of the public and private sectors to: enrich scholarship, research and creative activity; enhance curriculum, teaching and learning; prepare educated, engaged citizens; strengthen democratic values and civic responsibility; address critical societal issues; impact local economic development; provide opportunities for patents and/or copyrighted work, and contribute to the public good;
- Provide support for exemplary materials, curricula, pedagogical practices and an offered webinar within one year of the completion of the incentive grant;
- Establish and support community, industry, business, and academic partnerships within the committed community partnerships;
- Integrate and align efforts across disciplines including Cooperative Extension and/or other university extension units; and
- Provide support for partnerships grounded in a culture of reciprocity and attainment of shared engagement goals, with evidence that the proposal is addressing a need identified by the community.

## **Proposal Review Process and Criteria**

Proposals will be reviewed by the University Standing Committee on Extension, Engagement and Economic Development (USCoEEED). The USCoEEED will make recommendations to the Vice Provost for Outreach and Engagement (O&E) and a decision will be finalized.

### *Overarching principles*

The proposals will be evaluated with the following overarching principles:

- The proposed research will stimulate interdisciplinary proposals that will be competitive for extramural funding.
- The research will aid in jumpstarting innovation and broaden the base of faculty, staff, students and community partners participating in institutional outreach and engagement.
- Supported projects will address significant community challenges in one or all three of the identified community partnerships.

The selection will be made based on the following criteria:

1. Objectives 15%
  - The goals and objectives of the project are clearly defined in terms of research focus.
  - The project focus area identified as a prioritized focus area for one or all three of the identified community partnerships.

2. Impact of the proposed research 25%:
  - The project contributes and does not duplicate former research pertaining to the problem area.
  - The backgrounds and past activities of lead PI and co-PIs are consistent with the proposed project.
3. Approach/research design 20%:
  - The proposed approach and research design are adequate to address the topic of interest.
  - The research plan includes detailed methodology, description of analysis, time frame for completion of the project, and resource requirements needed.
4. Plans for continuing external support 30%:
  - The proposed project has high potential for receiving future funding support from external sources.
  - The research plan includes a timeline for seeking additional funding from external agencies.
5. Budget 10%:
  - The proposed budget is appropriate for the project and all line items are sufficiently justified.

### **Reporting Requirements**

Selected grantees should prepare an interim report detailing progress against proposal goals by August 15, 2018, which will be used in a progress report prepared by the Office of Outreach and Engagement for supporting organizations.

Awardees will prepare a final report by August 15, 2019 detailing impacts, additional funding secured, and the name of the webinar to be presented by the awardee.

### **Questions regarding this solicitation may be directed to:**

Samantha Graham

Innovative Engagement Program Manager

[sjgraha2@ncsu.edu](mailto:sjgraha2@ncsu.edu)

Appendix A:

### University-Community Partnerships

Three geographic areas of the state were identified as pilot focus areas for NC State’s intentional outreach and engagement efforts. Clearly these are not the only areas of the state where the University is at work, but for the purposes of this grant program, we are asking faculty members to focus their attention on these three areas.

The current focus areas represent distinct geographic regions (i.e., East, West, Piedmont) and represent a range of community sizes. One is primarily rural (Rutherford/Polk counties), another semi-rural (Lenoir County, with Kinston as the major area of focus), and the third urban (Raleigh). Collectively, they provide opportunities for developing strategic university-community partnership strategies that may differ by size and scope. Although it is not required that incentive grant applicants will have already developed formal partnerships, applicants should demonstrate awareness of and preliminary contact with public or private organizations and groups in these areas and discussion of grant goals and objectives. In addition, proposals will be strengthened by the degree to which they have identified how the proposal addresses community-identified needs or builds on existing community assets. For instance, if the community(ies) has a strategic or comprehensive development plan, how does the proposal connect with that plan?

Information about each of the three UCP areas is provided below along with a selected list of current initiatives:

## University-Community Partnerships

NC State University Outreach & Engagement



### **Rutherford and Polk Counties**

The Isothermal region is gradually emerging from an economic downturn caused by the loss of industrial and manufacturing jobs. The region is seeking to build on its long standing equine and agricultural assets to create regional equine-related ecosystem. Over the next two years, international attention will focus on the area with the hosting of the World Equestrian Games, attracting upwards of 500,000 visitors. Opportunities for sustained involvement by NC State researchers and community partners that connect with the growing equine economy have been identified in expanding research and education opportunities in the areas of equine and agri-business, equine therapy, workforce development, tourism management, and agricultural development. For more information, contact [Craig C. Brookins](#), University Engagement Scholarship Fellow.

### **Wake County/City of Raleigh**

Along with other institutions, NC State serves as a major anchor institution for Wake County and the City of Raleigh. The university has a long history of working with the city and county and many faculty, researchers, and student groups have contributed their knowledge, talents, and skills to address the needs and build on the strengths in this rapidly growing and emerging urban area. For example, the [Wake County Strategic Goals](#) as well as the comprehensive plans of [Raleigh](#) and other towns and municipalities offer direction for connecting proposals with community-identified needs and opportunities. For more information, contact [Craig C. Brookins](#), University Engagement Scholarship Fellow.

### **Lenoir County/City of Kinston**

In partnership with community leaders and colleagues at East Carolina University, project areas in the City of Kinston and Lenoir County currently focus on the need for inclusive community development, the arts and agritourism as economic development tools, advanced manufacturing workforce development, and community-centered design initiatives. For more information, contact [Samantha Graham](#), Innovative Engagement Program Manager.