

Marilyn Magaram Center for Food Science, Nutrition and Dietetics Faculty Research Support Program

Guidelines and Application FY2017-2018

INTRODUCTION

The purpose of the Faculty Research Support Program (FRSP), administered by the Marilyn Magaram Center for Food Science, Nutrition and Dietetics (MMC), is to assist qualified faculty to develop a research focus that will optimize the use of the MMC research facilities.

This program will assist *any faculty in the Department of Family & Consumer Sciences (FCS)* by providing a grant-in-aid for the performance of and dissemination of research and/or to obtain pilot data to pursue extramural funding.

Applications are due December 15 for startup during Spring semester. Applicants who submit their proposal to more than one on-campus faculty competition will be eligible to receive an award in only one of those competitions, including the MMC FRSP. However, applications for different facets of project to different funding agencies are considered appropriate.

One award, up to the maximum of \$5,000, will be given each year contingent on the availability of funds. The awardee will be recognized as a MMC Scholar.

MAJOR CRITERIA TO BE CONSIDERED

1. In concert with the campus-wide effort to expand research and efforts to engage in sponsored projects, the Center considers this competition as a potential source of seed money for formulating proposals that are externally fundable.
2. The research project, proposed for external funding to be prepared under MMC FRSP, must involve conducting research utilizing MMC facilities (laboratories, equipment and/or resources). The proposal must state that the proposed research project will be a MMC project and conducted in MMC laboratories or utilizing MMC resources.
3. Faculty may not hold more than one award from MMC at any given time. Applicants who have previously received grants from MMC are required to provide evidence that the purpose of the grant was fulfilled. A final report, including a copy of the grant proposal submitted for external funding, must be on file in the Marilyn Magaram Center prior to submission of a new proposal. Awardees must comply with this requirement.
4. Whenever possible and wherever appropriate, the support from MMC must be acknowledged in documents or announcements. A project final report and copies of abstracts, manuscripts,

and grant proposals resulting from research from the MMC grant should be submitted to the MMC.

5. Funds for the Grant-in-aid, up to the maximum amount of \$5,000 will be awarded to one principal investigator per year. The payout will be contingent upon the needs for financing proposed.

FRSP PROPOSAL PROCEDURES

FRSP proposals must provide all information requested. The FRSP proposals will be reviewed by a committee consisting of representatives from the MMC Advisory Board.

Applicants must adhere to the instructions below. The statement must be double-spaced—the remainder of the proposal may be single-spaced. **The entire proposal must be typed with margin set at 1 inch on all sides and the type must be at least 12 point.** In the interest of paper conservation, double-sided copies are accepted, but do not exceed the page limitations for each section as indicated below. A total of **four copies** must be submitted. Staple the upper-left corner and three-hole punch the left-hand margin of all four copies before submitting. Please number the pages.

1. Submit a completed Grant Data Form.
(http://www.csun.edu/graduatestudies/03_Research/04_FormsAndPolicies.html)

2. Introduction

Provide an overview of the research project you would like to pursue that 1) identifies the problem or subject to which the research is directed; 2) the aim or expected outcome; and 3) the significance of the proposed research. The overview must not exceed one page and may be single-spaced.

3. Statement

The FRSP statement must be organized according to the outline below with each subheading shown and to not exceed five double-spaced typewritten pages. Statements exceeding five double-spaced pages will not be accepted for consideration. The statement must address each of the following issues:

- a. Research Focus – What is the general research focus of your immediate interest? You may elaborate on what you have already stated in the introduction section.
- b. Aim or Expected Outcome of the Research – The specific purpose of the study you would like to pursue and the expected outcome.
- c. Potential Significance – Identify the potential, practical, or theoretical value of the study. If your proposal is for a segment of a larger research project, make clear why the larger research project is likely to have a significant impact and how the segment for which you are requesting support fits into this larger work.

- d. Methodology and Resources – Describe the **tentative** research design. Include a description of the exploratory or preliminary experiments to be conducted in the MMC laboratories prior to formulating your research plan in the grant proposal to be submitted for external funding. It is imperative to describe how the MMC facilities will be utilized in your research design, i.e. the lab space, equipment, etc. needed to accomplish the research.
- e. Qualifications – What are the qualifications you possess to successfully pursue the proposed research project?
- f. Plans for dissemination of results and/or qualifying for extramural funding – What professional, peer-reviewed journals do you plan to submit your manuscript? Which external funding agency or agencies are likely to fund your research project? What is the timeline for submitting your application? Please attach the RFP from the targeted agency or agencies, if possible.
- g. Benefit to MMC – Describe potential benefits to MMC if you publish the results of your research or secure extramural funding for your research project. Indicate details how you plan to recognize the MMC.
- h. Timeline – List major activities and approximate number of weeks needed for each activity to be undertaken in conducting pilot studies followed by preparation of the grant proposal to be submitted for external funding. Include deadline date when final report and completed grant proposal are to be submitted to MMC. The maximum time allowed for completion of the proposed project is 18 months.
- i. Budget for Grant-in-Aid – Itemize budget request with justification. The maximum amount is \$5,000 per award.
- j. Disclosure – Provide specific details regarding any application to other on-campus faculty competitions for funding of similar research and the outcome.
- k. Bibliographic References – List only those references cited in the statement.

4. Supporting Information.

Examples include previous publications and grant proposals in support of your current research.

5. Additional Materials

Additional materials or attachments may be included. Any items the applicant wishes the Committee to review, except additional narrative or bibliography, may be submitted. Possible inclusions in this section might be charts, graphs, articles, clippings, or letters of support.

6. Curriculum Vitae

A curriculum vita, **not to exceed two pages** is required. Include terminal degree, current rank and position within the university, a summary of your relevant professional experience, and identification of any background information and/or publications most relevant to your proposed research. The publication list must include author(s), title, journal title, and the date of publication.

PROPOSAL DEADLINE

Four complete copies of your proposal must be submitted to the Marilyn Magaram Center no later than 2:00 P.M. on Friday, December 15, 2017.