



USC U.S. – China Institute
2008-2009 Guidelines for Faculty Research Grant Proposals
Submission Deadline: 4 pm, March 3, 2008

Faculty Research Grants

The USC U.S. – China Institute (USCI) seeks to fund social science research examining the U.S. – China relationship or significant trends and issues affecting that relationship. USC faculty members are invited to apply for grants of up to \$15,000.

These are intended to help USC faculty to

- initiate a research project addressing significant aspects of the U.S. – China relationship or extend an existing project so that it addresses such aspects ;
- support a workshop designed to yield a major research grant proposal;
- bring together researchers for a conference or workshop which will result in a credited conference volume or journal issue; or
- underwrite credited web or print dissemination of research outcomes

USC faculty of *any rank or type* (excluding visiting faculty) are eligible to apply for this grant.

USCI is committed to supporting work examining a broad range of topics. Policy-relevant projects which include an important research role for USC students will be favored.

Types of Assistance

For 2008-2009, single principal investigator (PI) awards may be up to \$7,500. Projects with more than one PI may receive awards up to \$15,000.

Acceptable uses of funds include:

- research travel, minor institution affiliation fees, research support;
- organization of workshops or conferences;
- creation of a website or other electronic resource;
- costs of pilot research projects or planning workshops leading to applications for major external funding;
- salary support for students.

Faculty salary payments and course buy-outs, equipment and computer purchases, tuition payments, and indirect costs are not permitted under this program.

Grant Conditions

- Applicants may apply to other internal USC grant programs (e.g., Zumberge Fund or the Program to Advance Scholarship in the Humanities and Social Sciences) but may not receive funding from more than one internal USC grant program in the same award period.
- Awardees have discretion in the budgeting and re-budgeting of funds to meet their research needs within the guidelines of the fund and the terms of the proposal. However, funds may not be transferred to another project. Awardees must adhere to relevant University spending regulations.
- Awards are not transferable to other institutions or individuals.
- Activities to be funded under these grants are to be completed by June 13, 2009
- Awardees must meet reporting and acknowledgement requirements as outlined below.
- Recipients of awards must be USC faculty for the duration of the award.

Proposal Evaluations

Proposals will be evaluated by a committee composed of USCI-affiliated faculty. In some instances, the committee may seek evaluation assistance from non-affiliated faculty with special expertise in the area under consideration.

In reviewing research grant requests, referees will consider:

- (a) likelihood that the research will illuminate an important dimension of U.S. – China relations or aid our understanding of a trend or issue affecting that relationship;
- (b) intrinsic significance and originality of the proposed research;
- (c) involvement of USC students in the research;
- (d) likelihood that the research might subsequently be externally funded;
- (e) impact of funding on team's ability to initiate research; and
- (f) existing support from the PI's home department or school.

Because of limited resources, not all proposals can be funded, and some may be funded for less than the requested amount. The total amount awarded will depend on the quality of the proposals that are submitted. Awards will also take into consideration the balance of topics, with a goal of including research covering multiple disciplines and approaches.

Proposal Contents

1. Application form (see below)
2. Project Abstract (no more than 100 words in length)
3. Project Narrative (no more than 1000 words, approximately 4 double spaced pages)
 - a. research description (goals, importance, work already done)
 - b. research design (who, what, where, when, and how)
 - c. planned outcomes (target funding agencies, publication plans)
4. Project Bibliography (no more than 1 page)
5. Project Budget
 - a. salaries (students only)
 - b. fringe benefits (summer student employees only)
 - c. materials and supplies
 - d. travel

6. Researcher Vitas (no more than 4 pages for PI (and Co-PI, if applicable), no more than 1 page for other faculty team members (if applicable))
7. Letters of Support (optional, from deans, department chairs, other agencies)

No other materials should be submitted. Submit 4 print copies of the proposal materials and an electronic copy in doc or pdf format.

Application Deadline and Evaluation Timeline

Applications must be received by USCI (FIG 202) by **4 pm, March 3, 2008**. Four print copies of the proposal should be submitted along with an electronic copy. No emailed or faxed applications will be considered. Award decisions will be made by April 18, 2008.

Reporting and Acknowledgement of Support

Awardees are asked to submit a brief report (including an accounting of expenditures and any external support received) by July 1, 2009. These reports will be reviewed and portions of the report may be reprinted to build support for USCI research efforts.

Any print or web publication or creative endeavor arising from work supported by the fund should acknowledge the USC U.S. – China Institute. Copies of publications should be submitted to the U.S. – China Institute

Questions

Additional copies of these guidelines and an editable version of the application form can be downloaded from the USCI website (<http://china.usc.edu>). Faculty are invited to sign up for the USCI mailing list by emailing their names, affiliations, and addresses to uschina@usc.edu. Please direct questions about the program to Clayton Dube (213-821-3936).

USC U.S. – China Institute
3535 S. Figueroa St. * FIG 202 * Los Angeles, CA 90089-1262
web: <http://china.usc.edu>

**USC U.S. – China Institute
Faculty Research Grant**

Application Checklist

Prepare 4 print copies and 1 electronic copy of

- 1. Signed application
- 2. Project Abstract
- 3. Project Narrative
- 4. Project Bibliography
- 5. Project Budget
- 6. Researcher(s) Vita(s)
- 7. (Optional) Letters of Support

Send or deliver your proposal package to

**USC U.S. – China Institute
3535 S. Figueroa St. * FIG 202
Los Angeles, CA 90089-1262**

Questions? Please contact Clayton Dube at 213-821-4382 or cdube@usc.edu.



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2008-2009 Faculty Research Grant Application
Submission Deadline: 4 pm, March 3, 2008

Title of Project:

Amount Requested:

Other Sources Approached and Amounts Sought:

1. **Principal Investigator:**

A. Name: _____

Title: _____

Department/School: _____

University Address (street, bldg., room, MC):

Email: _____

Phone: _____

Fax: _____

Dept. Accounting Contact: _____

2. **Co-Principal Investigator(s):**

B. Name: _____

Title: _____

Department/School: _____

University Address (street, bldg., room, MC):

Email: _____

Phone: _____

Fax: _____

Dept. Accounting Contact: _____

C. Name: _____

Title: _____

Department/School: _____

University Address (street, bldg., room, MC):

Email: _____

Phone: _____

Fax: _____

3. **Necessary Reviews?**

- | | | |
|--|--------------------------------|-----------------------------|
| Human Subjects: <i>Institutional Review Board</i> | <input type="checkbox"/> Yes * | <input type="checkbox"/> No |
| UPC Contact: Kristin Allen – 213-821-5272 | | |
| HSC Contact: Diane Shycoff – 323-223-2340 | | |
| Human Blood, Infectious Diseases, Recombinant DNA: | <input type="checkbox"/> Yes * | <input type="checkbox"/> No |
| <i>Institutional Biosafety Committee</i> | | |
| Contact: Kathryn Franssen – 323-442-2200 | | |

* If yes, approval of the cognizant committee must be requested prior to submission, and received prior to final funding.

We agree to abide by the conditions and reporting requirement of the USCI Faculty Research Grant guidelines.

Applicants' Signatures: A: _____ Date: _____

B. _____ Date: _____

C. _____ Date: _____