SPRING 2021 UNIVERSITY GRANTS ACADEMY
APPLICATION FORM

Please complete this form, obtain needed signatures (DocuSign recommended) and include in your UGA application packet (this is required component #1). Please review UGA announcement carefully before completing this form.

<mark>This is a fillable PDF form. Please fill it out electronically.</mark>

UGA Proposal Title

Applicant's Contact Information

First Name: Last Name:

SJSU Employee ID (not SSN):   SJSU Email:

ORCID #   ([Learn about/obtain one here](#).)

Department/School: College/Unit:

Faculty Category (choose one):
> Tenure-Track (probationary faculty member). Please indicate hire date:
> Tenured, Assistant Professor
> Tenured, Associate Professor (or Associate Librarian)
> Tenured, Full Professor (or Librarian)

Target Extramural Grant Information

Agency Name:

URL of Live Link to Opportunity (RFP)*:

Funding Opportunity Number (if available):

A complete submittable proposal package must be completed by May 24, 2021 (it can be edited after this date up until the sponsor deadline indicated below).

Sponsor Deadline: Submission Date to RF**:

If there is no "live" link, please attach a page containing the opportunity to your application package. If the opportunity has not come out yet for 2020/2021 please include the expired one and justify why you believe it will repeat this year (e.g. I spoke with the program officer, Firstname Lastname, and they assured me it will be out by the end of the year).

**RF requires 25 days notice in advance of the sponsor deadline; see* [*RF Proposal Submission Timeline*](#)*.*

Please list below your RSCA projects from the last 5 years. Do not include any start-up funds or RSCA assigned time. Please list in chronological order from newest to oldest.*

Funder (internal SJSU or External)	Award Amount	Project Title	Timeframe

* If you have more than eight funded RSCA projects to list please attach a separate page to this form with the indicated information for the additional grants.

Signatures

Applicant's Signature: _____**Date:**

My signature ABOVE indicates

1. *The release time for this UGA grant-writing project in the spring of 2021 has not been funded by another source and that this project will not require any additional department/college/unit resources.*
2. *I agree to complete a submittable proposal package by May 24, 2021.*
3. *I understand and accept that I will not be eligible for further RSCA-related support from Central initiatives until my UGA grant proposal is submitted or for three years, whichever is first.*
4. *I understand that information contained in this application form/proposal may be shared with SJSU's Division of Research and Innovation, and the Division of Academic Affairs.*
5. *I agree to attend all required UGA sessions held as a large group and with my individual facilitator-led cohort.*

Applicant's Department Chair's Name:

Signature: _____**Date:**

My signature ABOVE indicates that I agree to allow this faculty member to accept 0.2 course release (if awarded) for Spring 2021 to complete the requirements of the University Grants Academy.

Applicant's College Dean's Name:

Signature: _____**Date:**

My signature ABOVE indicates that I agree to allow this faculty member to accept 0.2 course release (if awarded) for Spring 2021 to complete the requirements of the University Grants Academy

Budget Planning for Targeted Solicitation

Please provide the maximum allowable budget per the request for proposals (RFP) announcement and the maximum allowable duration of the project.

Please list the allowable F&A rate per the RFP. Please note the F&A rate will not be factored into the determination of a competitive UGA application package.

Do you plan to ask for funds for any of the items listed below? If so, briefly itemize as indicated and then justify the need for the personnel or expenditure with one to two sentences.

Personnel Costs

In this section we do NOT need costs associated with any desired personnel expenditure - do not list any numbers for salaries or hourly rates etc; we are ONLY interested in the types of personnel and the amount of effort for each personnel type that you anticipate the project will need.

Summer salary for yourself (number of months per year and number of years; repeat for any Co-PIs)

Course buyout for yourself (number of weighted teaching units - WTU - per semester and number of semesters; e.g. 3 WTUs in spring for 3 years; repeat for any Co-PIs)

Postdoctoral Employee(s) (number of months per year, percent time on project and number of years)

Technician Employee(s) (number of months per year, percent time on project and number of years)

Paid Graduate Student(s) (number of students, number of hours per week, number of weeks, and numbers of years; will tuition be included?)

Paid Undergraduate Student(s) (number of students, number of hours per week, number of weeks, and number of years; will tuition be included?)

Other Costs

Please do a rough estimate of costs for the items listed in this section. No formal quotes are needed.

Materials and supplies

Equipment

Travel – Your ideal, since COVID-19 may preclude or curtail travel. (number of people traveling, number of trips per year; reason for travel)

Publication or Other Presentation Expenses

Submit this form electronically as part of your complete proposal package, with appropriate DocuSign signatures.