

Research Grants Committee (RGC) Frequently Asked Questions

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- 1. Who is eligible to apply for RGC funding?**

All full-time, tenured and tenure track faculty and permanent staff members of the University of Alabama campus, working individually or jointly, may apply. The highest priority will be given to proposals from non-tenured, tenure-track faculty. Permanent staff and more experienced faculty with established records of productivity, ***who are currently unfunded and exploring a new direction in their research area***, will be given the next highest priority.

An individual may have support for only one RGC project at a time (whether it is a single or joint application). RGC grants are for a two-year (24 month) funding cycle. Applicants are allowed to receive only one RGC award during the two year cycle. (If the applicant received an award in 2007, the applicant is not eligible to apply for another grant until 2009).

Applicants that received RGC funding in the past must have submitted a final report detailing the results of their previous RGC project to the Office for Research prior to submitting a new RGC proposal. (If you received funding in 2006, but have not submitted a final report, you must do so before you can submit a proposal for 2008 funding).

Applications will not be accepted from visiting, acting, temporary, or emeritus faculty.

Awards may not be used to support applicant thesis or dissertation research.

2. What kind of "research" can be funded?

"Research" is broadly interpreted by the RGC to include any creative endeavor that contributes to the corpus of the discipline or art as well as to the growth of the investigator; it is not limited to traditional academic qualitative and quantitative methodologies (e.g. basic, applied, experimental or theoretical). The project should, however, have a concrete product that will be disseminated in a forum appropriate for the discipline. This product may be a manuscript, show, performance, or physical item.

It is also expected that a recipient of RGC funding will seek additional funding from sources external to the university to continue their scholarly activities.

3. How much money is available?

Updated November, 2007

Faculty/staff may request up to \$5000 in RGC funding. One of the criteria for evaluation of the proposal is the appropriateness of the budget to the work proposed. Therefore, a detailed budget and budget justification is required to be submitted with each application.

4. What if I received an RGC in the past, can I get another one?

An individual may have support for only one RGC project at a time (whether it is a single or joint application). RGC grants are for a two-year (24 month) funding cycle. Applicants are allowed to receive only one RGC award during the two year cycle. (If the applicant received an award in 2007, the applicant is not eligible to apply for another grant until 2009).

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5. If I have other funding can I still be funded by the RGC?

It is the belief of the RGC that Researchers who already have support for a project from within the University or elsewhere do not need RGC help, and therefore, the RGC will extend the aid to other projects. RGC grants are not "supplemental" funds to existing sources of money.

6. I have applied for a grant during the same period I applied for RGC funds. Will this affect my chances?

RGC funds shall not be used for projects that are funded from other sources. If you have not received funding for the project, it should not affect the evaluation process.

7. Can RGC funds be used for travel?

Yes, if the travel is necessary to carry out the scholarly activity. RGC funding is not intended to support travel to professional meetings to present the results of scholarly activities. Include any travel funds in the budget submitted with the proposal.

8. Can RGC funds be used to fund students?

Yes, RGC funds may be used to fund the salaries of both undergraduate and graduate students. Include the funds requested in

the budget submitted with the proposal. Students included in the budget must be currently enrolled at the University of Alabama.

9. Can I purchase equipment with RGC funds?

RGC funds can not be used to acquire equipment that would normally be purchased by the applicant's Department or College.

[Award Conditions](#)

10. What components are required to be in the proposal?

Proposal Narrative

1. Abstract: one-fourth to one-half page overview of the project.
2. Purpose/Objectives: rationale for the proposed research.
3. Significance of the Project: to a particular field of inquiry, and the applicant's career. **
4. Research methods/design/plan of work.
5. Outcomes: anticipated outcome(s), products, dissemination; relationship to subsequent efforts to obtain external funding.
6. Timeline: a realistic timeline or incremental plan indicating when each portion of the research will be completed.

** Tenured faculty and staff should explain within the text of the proposal why the project represents a new direction within the overall theme of their research area, and how they envision future development of this new direction.

11. Are there page limitations to the proposal?

Yes. The proposal narrative (section a) is limited to five (5) pages, double-spaced using 12-point font. Proposals that exceed the five-page limit will not be considered for funding.

12. How should the proposal be written?

In clear, non-technical language. The reviewers come from varied backgrounds and disciplines and may not be familiar with technically specialized language or terminology.

13. How do I create a budget?

Follow the on-screen instructions of the budget form. This will be on page 2 of the [RGC Form](#). If you need any help creating your budget, please contact one of our grant specialists. [Click Here](#).

14. Does my Department Chair have to sign my proposal application?

No. You should, however, inform your Department Chair that you intend to submit a proposal.

15. Who evaluates the proposals?

Proposals are evaluated by one of three Area Committees within the Research Grants Committee. The Area Committees are made up of tenured faculty members from disciplines throughout the university who are appointed to a three (3) year term on a rotating basis. There is an appointed Faculty Senate Representative and four RGC liaison members. [See RGC Grants Committee](#)

16. What evaluation criteria are used to determine who receives an award?

1. The scholarly objectives and merits of the proposal.
2. The identified outcomes: will the project result in a publication, exhibit, artistic performance, and/or grant application?
3. Budget: RGC funds are limited. The appropriateness of the budget to the work proposed will be a basis of evaluation for funding. The RGC Committee may propose funding at a level less than that requested.
4. Priorities: The highest priority will be given to proposals from non-tenured, tenure-track faculty. Permanent staff and more experienced faculty with established records of productivity, ***who are currently unfunded and exploring a new direction in their research area***, will be given the next highest priority.

17. What is the deadline for submitting the proposal?

January 31, 2009 at 5:00 p.m.

18. My published research is in a language other than English; how should I list these in my data sheet and the proposal?

Since the RGC area committees are comprised of individuals from disciplines that may or may not be familiar with the foreign language, it would be prudent to list the items along with an English translation for thorough evaluation.

19. Which committee should receive my proposal?

The type of research you propose may fit within a traditional discipline or may be interdisciplinary. For disciplines such as history and linguistics, in which the research methodology may be oriented either toward the humanities or toward social science, please choose an area accordingly. We ask that each applicant identify the area they feel most appropriate to evaluate their proposal. The following is a listing of **some** of the disciplines within each of the three areas.

Area A- Physical and Biological Sciences, Mathematics, and Engineering: (biology, chemistry, computer science, education, engineering, environmental science, geography, geology, human environmental sciences, marine science, nursing, physics, psychology)

Area B- Social and Behavioral Sciences: (advertising, American studies, anthropology, communicative disorders, communication, criminal justice, economics, education, , finance, geography, history, human environmental sciences, information systems, international studies, law, management, marketing, nursing, philosophy, political science, public relations, psychology, social work, telecommunications/film)

Area C- Arts and Humanities: (art, dance, English, foreign languages and literature, history, international studies, music, philosophy, religious studies, telecommunications/film, theatre)

20. How do I submit my proposal?

All proposals must be submitted electronically by filling out the online RGC Form, which can be found here:

<http://www.extremeform.com/survey/201258/115c/>

21. What if I can't submit my form and attachments?

Please see [See Procedure for Submission](#). If you still have problems submitting, contact Lauren Wilson in the Office for Sponsored Programs, 348-7812 or lawilson@fa.ua.edu.

22. How can I be sure the committee received my proposal?

When you submit your proposal, the Thank You page will serve as your confirmation that you submitted successfully. If you have any

questions about your submission, contact Blake Eno at 348-8881 or blake.eno@fa.ua.edu

23. What date will the notice of awards be announced?

Award announcements will be made the first week of April, 2009.

24. How will I be notified if I receive an award?

All faculty and staff who submitted proposals to the RGC will be informed by memo regarding the status of their application. Individuals whose proposals were not selected for funding will receive comments on how their proposals could be improved should they wish to resubmit in the future.

25. What do I have to do if I receive an award?

[See Award Recipient Conditions](#)