



## Cardinal Fellows Program Academic Year 2011/12

- Eligibility:** Tenured and tenure-track faculty, Contract Faculty, Professional Staff
- DEADLINE: FRIDAY, APRIL 29, 2011**  
**Award Announcement by: Friday, May 6, 2011**
- Purpose:** Increase the number of competitive Federal proposals of \$200,000 or more in modified total direct costs (MTDC is the Total Direct Costs *minus* equipment, tuition, and sub-award amounts over \$25K); non-Federal agencies are allowed, if they meet all of the requirements below.
- Scope:** Up to fifteen awards, dependent upon available funding, for Fall 11 or Spring 12, at the option of the applicant; awardees to be selected (based on University priorities and strength of application) by the Associate Provost for Research.
- Award:**
- One-course buyout, supported by the Associate Provost for Research; funds must be used for release time (supplemental compensation is not allowed).
  - Following submission of the proposal, 1.5 times the amount of [SUBMIT](#) funds will be placed into the PI's Research Incentive Account for use by the Cardinal Fellow for extramural-related expenses. Proposals may include co-investigators, but proposals developed under the Cardinal Fellows Program may be awarded only one buy-out; [SUBMIT](#) funds will be distributed according to the [Proposal Submission Policy](#)
  - Should the proposal be funded, standard [Indirect Cost Distribution policies](#) will apply.
  - Should the proposal not be funded, a resubmission is strongly encouraged; standard [RESUBMIT Program](#) policy applies.
- Pre-application process:** Prior to producing an application, applicants must:
- Communicate with his/her department chair and dean regarding intent to apply to the Cardinal Fellows program and the nature of the intended project. These communications should be explicitly stated in the application. All coverage of release time must be pre-approved by the chair and dean.
  - Communicate with the appropriate Program Officer to validate the suitability of the intended proposal.
- Application process:** Applicants will submit the following to the Associate Provost for Research:
- Completed Cardinal Fellows Program cover sheet (see below);
  - a one to two page proposal which states the intended program of application and includes the following:
    - synopsis of the anticipated project idea including the objective, outline of the methodology, broad timeline (major benchmarks only), and anticipated time and effort requirements of all

- associated BSU personnel;
- identification of the targeted program within a federal agency and a targeted RFP deadline that logically fits with the buyout semester; alternatively, a non-Federal agency is acceptable as long as the full Federal rate of indirect cost recovery(ICR) is used on a minimum of \$200,000 MTDC;
- a summary of the Federal Program Officer's comments (if verbal) or a copy of the PO's email response;
- a statement illustrating how the project contributes to applicant's future research, scholarship, or creative activity;
- signatures from all department chairs and deans whose faculty are to be involved in the project, should the Cardinal Fellowship be funded.

**Stipulations:**

Awardees must agree to the following terms:

- a proposal targeting a program within a Federal agency (NGO's, corporate entities, or viable foundations) requesting \$200,000 or more in modified total direct costs (MTDC) must be largely completed during the semester of the one-course buyout; MTDC are those to which the Federal indirect cost rate is applied. Federal programs that have a direct cost cap of \$150,000-\$200,000 may be eligible for the Cardinal Fellows Program with preliminary approval from the Associate Provost for Research.
- indirect costs must be requested at the [full Federal rate](#). Grant programs that have a direct cost of \$200,000, but a published indirect cost cap between 20% and the Federal rate may be eligible for the Cardinal Fellows Program, with preliminary approval from the Associate Provost for Research.
- the proposal must be submitted to the sponsoring agency prior to June 30, 2012;
- proposals responding to an RFP or other solicitation are preferred; unsolicited proposals are acceptable only if the Federal agency has a stated policy of accepting unsolicited proposals and written corroboration from a Program Officer is included;
- within the first week of the semester, Cardinal Fellows must complete a [proposal timeline](#) in consultation with their [SPO Proposal Manager](#) which allows for the collaborative development of all documents associated with the proposal submission; proposals must be submitted in accordance with the [Proposal Submission Policy](#) ;
- Cardinal Fellows must attend report on the progress of their proposal development;

**Applicants not selected as Cardinal Fellows:**

Those applicants not selected as Cardinal Fellows who choose to complete and submit their proposals by June 30, 2012 can be approved to receive 2.0 times the standard allocation of [SUBMIT](#) funds up to a maximum of \$1,500. All requirements of the Cardinal Fellows Program will still apply.