

FY25 Pitt Momentum Funds - Priming Awards Guidelines

I. INTENT AND FUNDING PRIORITIES

The Pitt Momentum Funds (PMF) Priming Awards support significant and innovative scholarship by faculty or groups of faculty members at the University of Pittsburgh. Applicants that are early in their career or are in fields with limited external funding are encouraged to apply. Applicants from the regional campuses may reasonably be expected to integrate their research proposals with their undergraduate teaching responsibilities. Priming Grants have four distinct focus areas:

- Creative Arts, Performing Arts & Humanities
- Engineering, Technology, Natural Sciences & Mathematical Sciences
- Health & Life Sciences
- Social Sciences (includes Business, Policy, Law, Education, Informatics & Social Work)

Priming Awards **are not** intended for:

- Curriculum development and student-centered projects
- Travel to meetings or conferences, however, travel for research purposes, such as visits to archives, is permitted
- Computer equipment
- Organization of conferences
- Salary support
- Bridge funding between projects

II. AWARD AMOUNT

Priming Awards provide up to \$25,000 for one-year of research support.

III. ELIGIBILITY CRITERIA

- Awardees from the immediate previous funding cycle **may not** apply to the same award-type they were awarded funds for previously (e.g., Priming Awardees from FY24 cannot apply for a Priming Award in FY25). This applies to **all** PMF award types.
- Applicants must be full-time faculty members at the University of Pittsburgh. Eligible appointment stream faculty must have research as their core responsibility.
- Applicants **may not** be undergraduate or graduate students, post-doctoral fellows, research associates, or visiting (non-permanent) faculty members. These individuals may participate in PMF projects; however, they are **not** to be listed as co-Investigators.
- Faculty from outside the University of Pittsburgh **are not** eligible to lead Priming Awards.
- Faculty from the University of Pittsburgh School of Medicine **are not eligible** to apply for Priming Awards as these awards are analogous to the Competitive Medical Research Fund (CMRF) grants administered through OOHRS. School of Medicine faculty are eligible to apply for Teaming Grants and Scaling Grants.

FY25 Pitt Momentum Funds - Priming Awards Guidelines

IV. APPLICATION REQUIREMENTS

Application for the PMF Priming Awards requires the submission of an initial Expression of Intent (EOI) via InfoReady and must include:

1. Project title
2. Brief abstract (150 words)
3. List of faculty investigators
4. Keywords (5)

Once the EOI has been accepted, applicants are invited to submit a full application by including the following:

1. Name of primary applicant
2. Pitt email address (assigned pitt.edu address, not your alias)
3. Primary department
4. Appointment type
5. Full title
6. Year of terminal degree
7. Name of department administrator
8. Email for department administrator
9. Name(s) of any Co-Applicant(s)
10. Primary department of any Co-Applicant(s)

11. Project statement (2-page max)

The statement should describe the significance of the project and its intended outcomes. The project statement is limited to a maximum of 2 pages of text, prepared in 11-point font with .75-inch margins and is to be submitted as a PDF document. One additional page is allowed and may only include relevant figures, images or citations. **The statement should be written in lay language as it will be evaluated by a peer review panel having a broad set of expertise and experiences.** The statement should include:

- a. a statement of the broader impact the project will have on the field;
- b. the methodology and workplan to be followed;
- c. a brief budget justification; and
- d. a description of the follow-on funding to be pursued to advance the project (with specific examples).

12. Letter of commitment from Department Chair

The letter describes the in-kind or other financial commitments being made by the department to support the success of this project. The Priming Awards do not require the letter to describe the transdisciplinary teams applying for the award. If the primary applicant is a Department Chair, the letter must come from the Associate Dean for Research of the school representing the primary applicant.

13. Budget

Applicants must use the PMF Budget Template to detail the projected expenses for the proposal. Applicants will provide the total of the Priming Award budget as a whole number, rounded up to nearest \$100.

FY25 Pitt Momentum Funds - Priming Awards Guidelines

V. TIMELINE

All items are to be submitted by 12:00 PM Eastern Time by the dates below.

August 2024	PMF 2025 Awards Announced
September 3 & 4, 2024	Virtual Information Sessions with Pitt's OSVCR and Office of the Provost
September 27, 2024, by 12pm	Deadline to submit required Expression of Intent (EOI) for Priming Awards
November 1, 2024, by 12pm	Deadline to submit applications for Priming Awards
Mid-February 2025	PMF Priming awardees announced

VI. REVIEW CRITERIA AND SCORING RUBRIC

The PMF Priming Awards are evaluated by a panel of faculty peers from the University of Pittsburgh using the following rubric and weights. The rubric sums to a possible 10 points for the most meritorious of proposals and a possible low score of zero for proposals not aligned with intent of the awards.

A. *Significance of the Project and Intended Outcomes*

To what extent does the proposed project suggest and explore creative, original, or potentially transformative concepts? Proposals should describe novel research or projects that advance scholarship and merit in their respected field. The significance of the proposed project is: [score 0 (low) – 4 (high)]

- 0 = Poor
- 1 = Fair
- 2 = Good
- 3 = Very Good
- 4 = Excellent

B. *Proposal's Clarity of Expression*

How well does the proposal describe the intended work? Does the proposal convey confidence that the applicant can lead the effort? Proposals should provide clarity of expression in describing the intended goals and be well-written and concise. The clarity of the proposed project is: [score 0 (low) – 3 (high)]

- 0 = Not described at all; significant questions exist about the intended work
- 1 = Modestly described; questions exist about the intended work
- 2 = Described well; few questions exist about the intended work
- 3 = Described very well; there are no questions about the intended work

C. *Feasibility of the Project*

Is there a plan in place to carry out the proposed project? Proposals should detail a well-developed, well-organized plan that considers cost, design and the methodology to achieve the stated outcomes and goals. The feasibility of the proposed project is: [score 0 (low) – 2 (high)]

- 0 = Poor
- 1 = Good
- 2 = Excellent

FY25 Pitt Momentum Funds - Priming Awards Guidelines

D. *Follow-on Scholarship and Funding*

Does the proposal explain how the project will fit into the future trajectory of scholarship and how the Priming Award will lead to follow-on (subsequent) funding? The follow-on plan of the proposed project is: [score 0 (low) – 1 (high)]

- 0 = Absent or not entirely clear
- 1 = Clearly explained

E. *Funding Recommendation*

Should this proposal be funded? If partial funding is recommended, provide a suggested funding level. If your scores sum to less than 6, then do not recommend the project for full or partial funding. The funding suggestion for the described project is:

- Do not fund
- Partially fund
- Fully fund

F. *Reviewer Comments (to be shared with applicant)*

Please provide specific feedback on the proposed project. Comments should focus on the strengths or weaknesses; significance of the project on the broader area of study; the appropriateness of the proposed budget; and the potential for impact. All comments should be constructive and intended to provide supportive feedback to the applicant.