

**UNIVERSITY OF HOUSTON**  
**NEW FACULTY RESEARCH PROGRAM**  
**GUIDELINES**  
**(2009-2010)**

**Proposal Submission Deadline:**                      **October 16, 2009 by 5:00 p.m.**

**Submit signed original to:.....**                      **Division of Research, 316 E Cullen**

**DESCRIPTION**

The New Faculty Research Program has been developed to aid faculty who wish to initiate research for the first time and who have not had previous support, exclusive of that as a student or a postdoctoral fellow.

Grants up to \$6,000 will be awarded to individual faculty members, as part of the University of Houston efforts to support research and scholarly activity that constitute an integral part of the University's instructional program.

**ELIGIBILITY**

The following criteria must be satisfied for a faculty member to be eligible for the New Faculty Research Program.

- Academic rank of instructor or assistant professor, employed full-time in a permanent, tenure-track position on the University of Houston campus prior to the effective date of the New Faculty Research Program award.
- Terminal degree at the time the grant period is scheduled to begin or the filing of a letter by the candidate's dean with the University of Houston Research Council stating that all requirements for the degree have been met by April 15.
- No more than three years' service after the receipt of the terminal degree:
  - a) in a tenure-track position at the time the grant period is scheduled to begin; and/or
  - b) in a role in which research and publication activities are normally expected at the time the grant period is scheduled to begin.

Note: Postdoctoral studies are not to be included in calculation of years of service.

- No application containing more than one principal investigator will be accepted.

Proposers should please note the following:

The recipient is required to continue on the University faculty the following year and be at University of Houston. Exceptions must be approved by the Vice President for Research.

- Applicants may submit only one proposal during each program. Previous awardees are not eligible to apply to the New Faculty Research Program.
- If a faculty member receives a New Faculty Research grant and, subsequently, is notified that outside funding has been awarded for a project to be carried out during the summer of his or her grant, the faculty member must relinquish the New Faculty Research award.

#### **TYPE OF SUPPORT**

Funding not to exceed \$6,000 may be requested, and may include up to two months of summer salary plus research-related expenses. All research expenses should be justified.

Support for instructional development activities will not be given.

All expenditure of funds must comply with State of Texas guidelines

#### **APPLICATION DEADLINE**

APPLICANT MUST SUBMIT THE SIGNED ORIGINAL OF THE COMPLETE PROPOSAL TO THE DIVISION OF RESEARCH, ROOM 316 EZEKIAL CULLEN BLDG., BY **OCTOBER 16, 2009**. PROPOSALS SUBMITTED LATE TO THE DIVISION OF RESEARCH WILL NOT BE CONSIDERED.

#### **EFFECTIVE DATE OF AWARDS**

Applicants will be notified by February 19, 2010

Decisions on New Faculty Research awards will be made by the Vice President for Research based on the recommendations of the UH Research Council.

#### **APPLICATION FORMS**

Application forms may be downloaded from the Division of Research web site [www.research.uh.edu](http://www.research.uh.edu), then click on Toolbox then select "Internal Grants".

#### **HUMAN SUBJECTS REVIEW/ANIMAL USAGE**

All projects involving human subjects must be reviewed and approved by the Committee for the Protection of Human Subjects (CPHS) before an award can be established. Awardees must obtain CPHS review and approval of their project within 90 days of notification of an award or the award will be withdrawn.

All projects involving the use of animals in research must be reviewed and approved by the Institutional Animal Care and Use Committee (IACUC) before an award can be established. Awardees must obtain IACUC review and approval of their project within 90 days of notification of an award or the award will be withdrawn.

#### **ASSISTANCE**

Any questions about this program should be referred to the Division of Research, x39660.

## **REPORTING AND ACKNOWLEDGMENT**

Each grantee must submit a final report within 90 days after the expiration of the grant. The report should describe the outcome of the project. It is also the responsibility of each award recipient to furnish information to the Division of Research concerning external applications that are submitted or awards received as a result of the New Faculty Research funding. Such information should include date of submission, title of the project, inclusive dates, agency, total amount requested, and the status of each application. Failure to comply with this reporting requirement may disqualify an individual for future consideration in all internal funding programs.

Notice must be given of publications, presentations, exhibitions, or performances resulting from the award. The grantee must acknowledge New Faculty Research Program support in all publications resulting from the award and provide one copy of the publication to the Division of Research.

## **INTELLECTUAL PROPERTY**

In accordance with University policy, faculty members and the University share in net income generated from intellectual property.

10/28/2009