



EARTHLAB

UNIVERSITY of WASHINGTON

Working in partnership with others, we accelerate and focus UW expertise to address large-scale environmental challenges, making a positive impact on people’s lives and livelihoods.

EarthLab Innovation Grants Program: 2019-2020 Request for Proposals

Contents

I. Summary Information..... 1
II. Program Description 1
III. Applicant Eligibility 2
IV. Anticipated Awards 2
V. Eligible Expenses and Project Term 3
VI. Proposal Requirements and Criteria 3
VII. Submission Instructions 3
VIII. Review Process 5
IX. Reporting Requirements 5
X. Terms and Conditions..... 5

I. Summary Information

Deadline for Proposals: January 30, 2019, 11:59 PM PST
Deadline for Grant Spend-down: March 14, 2020, 11:59 PM PST
Award Amounts: \$5,000-\$50,000
Award Duration: 12 months
Total Program Funding for 2019: \$175,000
Funding Offices: EarthLab, Population Health Initiative

II. Program Description

The EarthLab Innovation Grants Program seeks to engage a broad group of UW faculty and employees with PI status in the co-definition of transdisciplinary research, scholarship and creative activity related to our most pressing environmental challenges. We’re looking for risky, cool ideas with impact and the ability to motivate change.

Through this program, we hope to realize the following outcomes: 1) an increase in capacity across the UW for innovations in the application of transdisciplinary scholarship; 2) deepened engagement with diverse community partners (e.g., practitioners, policy makers, community groups outside of UW), and 3) funded research projects that address co-defined problems from

multiple perspectives and that are designed to generate knowledge that is both usable and used.

This is a pilot year of the grants for EarthLab. From it, we expect to learn what investments are most effective and then apply what we learn for future investment in catalyzing problem-focused scholarship. During this first year, we will invest in first-mile challenges—the envisioning, development, or piloting of new projects. First-mile funding supports convening and building teams in novel, sometimes high-risk, high-reward directions that may take a variety of forms. This funding gives teams the chance to test a concept, scope out a project, or take the first steps in developing a larger team to tackle a collaborative project. We encourage proposals from all disciplines at the UW, even those that are not traditionally connected to sponsored research.

III. Applicant Eligibility

All UW faculty and employees with PI status are eligible to apply. Primary PIs should be employed by the UW. Project teams should include:

- Members from at least two departments, with priority given to teams incorporating members from different colleges/schools
- At least one non-academic partner (public, private, tribes, NGO, or other community group)
- At least one student (graduate or undergraduate) or postdoc, engaged in some capacity

Additional eligibility information:

- Existing projects, projects needing bridge funds, incremental research, and nontransferable research will be excluded.
- Applicants with existing resources that could be used to fund their proposal are discouraged.
- Individuals may not serve as PI or Co-PI on more than one project team.

IV. Anticipated Awards

The total funding available in this pilot year is \$175,000. We will offer two types of awards:

- A total of \$125,000 will be set aside for projects focusing on broad challenges as identified in the description above. The number of projects awarded in this group will depend upon the projects' budget requests; the maximum budget request per project is \$50,000. The details in the sections below apply specifically to these grants.
- One \$50,000 grant will be awarded jointly by EarthLab and the UW Population Health Initiative to a project addressing the environmental resilience pillar of population health. Please note that the expectation is that this award will be for more fully formed projects than the first-mile projects described above. Proposals for this grant will be accepted through the Population Health Initiative's grant process. The criteria, submission instructions, and timeline, which are slightly different for this grant, can be viewed on the Initiative's [website](#). The deadline for proposals seeking this grant is February 6, 2019.

V. Eligible Expenses and Project Term

Teams' expenses must be tied directly to the implementation of the approved project and may include personnel, travel, equipment, or supplies where appropriate. As this is internal UW funding, no indirect costs or prorated direct costs should be included in the budget.

Examples of ways in which this funding could be used are:

- Salary and benefits for grant-related effort
- Travel support for project teams and participants per UW travel guidelines
- Seminar/conference registration
- Accessing technical capacity (e.g., data analysis, meeting facilitation, grant proposal preparation)
- Support for convening work groups (e.g., facility rental, food) in accordance with UW and WA state [policy](#)

Awarded funds are not to be “banked” by team members and must be spent down by March 14, 2020, at 11:59 PM PST. Any unspent funds need to be returned to EarthLab and will be used for future grant cycles.

VI. Proposal Requirements and Criteria

Projects should focus on first-mile challenges, deliver on the program's desired outcomes, and align with EarthLab's vision and mission:

EarthLab envisions a world where nature and people thrive. Working in partnership with others, we accelerate and focus UW expertise to address large-scale environmental challenges, making a positive impact on people's lives and livelihoods.

Each proposal will be evaluated according to the following criteria:

- The potential for the project's impact on an issue
- The co-creation of new knowledge as a result of the project
- The scalability or transferability of the project (e.g., local to global)
- The innovation of the project/product (Is it truly groundbreaking? Does it have the potential to motivate change? Does it fill a gap? Does it help resolve a conflict or bring a new discussion to the table?)
- A novel mix of disciplines (e.g., art, ecology, and health)
- New types of collaborations (e.g., the inclusion of a marginalized group or previously excluded stakeholder)
- The sustainability of the project/product (Does it have the potential to persist and grow? Is it visible and understandable to campus/the public/business?)
- The potential for external funding to sustain the project
- The ability to attain matching funds (optional)

VII. Submission Instructions

EarthLab Innovation Grant proposals in category IV.a above should be submitted in a single PDF document which is clearly labeled by section and emailed to the Grants Program Lead at

earthlab@uw.edu with the subject line “INNOVATION GRANTS PROGRAM PROPOSAL” by January 30, 2019, at 11:59 PM PST in order to be considered.

Please use clear writing in your proposal and avoid overuse of technical jargon. Your proposal should be able to be understood by non-specialists, and you should make a strong case for the importance of your project to reviewers outside of your field of study.

Timeline

Announcement of RFP:	December 7, 2018
Deadline for Proposals:	January 30, 2019, 11:59 PM PST
Announcement of Awarded Grants:	March 15, 2019
Deadline for Spend-down on Grants:	March 14, 2020

Format

Proposals must be a maximum of three pages in length (not counting supplemental materials), submitted in Arial Font, 11 points or larger, and single-spaced.

Proposals should include the following sections, labeled with the appropriate headers:

- **Project Summary:** A concise summary of your project which could be accessible to general audiences, including a brief explanation of how your project meets our criteria and your measures of success.
- **Project Plan:** A brief description of the aims, significance, methods, and expected outcomes of your project. Be sure to highlight any new or creative directions, future payoff potential, and value/impact to the broader community (e.g., policy, business processes, community groups).
- **Final Product:** A brief description of your final product which will demonstrate the impact of your work and could take the form of a press release, policy briefing, or even a dance or play.
- **External Funding:** The PI agrees to leverage the work accomplished through their grant to submit one or more proposals to an external funding agency and/or identify potential matching funds and/or external programs which could be targeted for future funding requests for their project.

Additionally, the following supplemental materials should be submitted with your proposal; again, labeled with the appropriate section headers:

- **Project Team:** A list of your primary PI (or Co-PIs) and collaborators, their role in the project, and their contact information, including their name, title, and organization or UW school/college/department name. Please also include the primary PI's Finance & Administration department's contact information, and note that, even in the case of Co-PIs, only one budget transfer will be made to the home department designated in your proposal.
- **Budget and Budget Narrative:** Provide an itemized budget with justification for each anticipated cost.
- **Letters of Commitment from External Funders:** Include any letters of commitment that your project has received from external programs offering matching funds.

VIII. Review Process

Accepted proposals will be evaluated using a scoring rubric based on the criteria listed above. The Review Panel (comprised of faculty from a variety of disciplines) will make their final decisions based on the quality of the proposals. Upon approval, the Grants Program Lead will email an award letter, including the awarded amount, to the selected project team no later than March 15, 2019.

IX. Reporting Requirements

Teams will be required to submit a brief progress report (mid-way through) to the Grants Program Lead which will include a list of expenditures, milestones, and any changes. Teams will also be expected to submit their final product within 30 days of their project's conclusion, no later than March 14, 2020.

X. Terms and Conditions

EarthLab Innovation Grant recipients agree to the following:

1. If the project entails any compliance issues such as IRB, EHS, biohazardous material, etc., recipients certify that the appropriate compliance offices on campus will be made aware of the proposed activities before initiating any work.
2. Awards will be announced on March 15, 2019, and funds will be available soon thereafter.
3. If there is a proposed change or absence (60 days or greater) in PI, recipients will immediately provide justification to the Grants Program Lead via email.
4. One person from each winning team may be asked to serve as a peer reviewer on the Review Panel for the year following their project's completion.
5. There will be no extensions.
6. Intellectual property will follow University of Washington [policy](#).