

Office of the Dean

SUBJECT: College of Health & Human Sciences Research Seed Grants

DATE: August 2022

PURPOSE: The purpose of this Operating Policy/Procedure is to describe the processes related to applying for research seed grants.

REVIEW: This OP will be reviewed when changes are necessitated by new college or university policies.

PROCEDURE

The College of Health Human Sciences provides faculty the opportunity to apply for research seed grants from the CHHS Research Office. Seed grants are intended to provide funding for research that will produce pilot data to be leveraged for an external grant proposal, which will be identified in each application. Faculty at all levels are welcome to apply to any grant opportunity, unless specifically stated otherwise. Faculty who currently have start-up funding must propose a separate project if applying for these grants and many not duplicate what is already being funded by start-up. Faculty who already have funding from any source may not submit that same project under any seed grant RFPs.

Before applying for research seed grant funding, please note the following:

- Faculty may only submit one application for each seed grant opportunity (in any role).
- Research seed grants are considered in the context of available resources, which vary from year to year.
- Faculty may only receive one seed grant per academic year, except for Undergraduate Research Seed Grant. You may receive Undergraduate Research support and one other CHHS seed grant.
- Every effort must be made to encumber or spend funds by the dates provided. Requests to carryforward funds will be considered on an individual basis and due to funding mechanisms, may not be permitted.
- Faculty may not receive the same grant in consecutive years.
- Priority for all seed grant will be given to faculty who do not currently have start-up funding.

Reviewed July 2025