Frequently Asked Questions  
Norman Hackerman Advanced Research Program (NHARP)

1. I just joined the TTU faculty this year; am I eligible to apply for NHARP funding?

A: No. Faculty who have been at TTU during the period 2008-2011 are the only ones eligible to apply. The guidelines state that applicants be employed at their institution for “not less than two years and not more than five years, as of the pre-proposal submission date [Oct. 31, 2013].”

2. I have recently been reassigned from a Research Associate to a Research Assistant Professor. Am I eligible to apply to the NHARP program?

A: No. The guidelines state that applicants are “non-tenured, tenure-track faculty member or a research professional…from an eligible institution who has been employed at the institution in that capacity for not less than two years and not more than 5.”

3. I registered with the NHARP Online System but haven’t been allowed to start my pre-proposal. When will I have access?

A: Once you register (for the first time) or update your information (if you registered in a previous year), ORS staff need to verify your eligibility and collect additional information for our Notice of Intent report. Once you have been verified, it could take up to 24 hours for the THECB to turn on your pre-proposal access.

4. If the total NHARP program budget is $1 million, how much can I ask for?

A: The maximum award amount is $100,000. There is no minimum amount that may be requested.

5. I want to include a graduate student in my budget but the guidelines say that NHARP will not pay for tuition costs. Where does that money come from?

A: Graduate tuition costs and fringe benefit costs are paid from a separate state account.

6. The guidelines say that a pre-proposal can/should contain two citations. Is this different from the biographical sketch?

A: Yes. In the NHARP Online system, the form indicates that a PI should “Enter up to two (2) publication citations…that support the proposed project.” These citations do not have to be authored by the PI, but they should support the proposed project.

7. Does the biographical sketch have to be in any particular format?

A: Yes; it should follow either the NSF format or NIH format (if modified to two pages).

8. Is there a required format for the Project Summary?
A: Yes. The summary has a maximum length of 4,000 characters. Only alpha-numeric characters may be used. HTML may be used. Spaces and HTML code count as characters.

The summary should be organized in four sections with the following headings: (1) Project Goals, Approach and Impact; (2) Student Education and Training; (3) Research Personnel; and (4) Facilities and Resources.

9. **The NHARP guidelines say that I can add one additional PDF page that can be used for one diagram, formula, graph, picture, chart, etc. Does that mean I can put as much on the one page as I can?**

A: No. The additional page is not meant to circumvent the character limit. It is intended to supplement the information in the project summary. A figure would be similar to a figure in a hard-copy journal, and therefore could be a composite figure depicting, for example, stages within a time sequence. A brief, 30 word, caption may be included. The maximum size for the uploaded file is 3MB.

10. **How does the pre-proposal get submitted to the Coordinating Board?**

A: When the PI finalizes his or her pre-proposal, they should click the “Send to OSP” button on the Proposal Preparation page. This will change the proposal status to “Sent to OSP.” ORS will review the pre-proposal and submit it to the Coordinating Board.

11. **When will I hear if I am selected to submit a full proposal?**

A: Invitations to submit full proposals from selected pre-proposals will be posted by January 16, 2013 on Principal Investigator’s web pages at: http://thecb.state.tx.us/NHARP/.