SUMMARY
The Clemson Research Fellows program expands Clemson University's research capacity by providing grants to assist regular faculty, academic departments, colleges, centers, and institutes in the hiring and training of qualified new research faculty and postdoctoral researchers. Researchers may be hired to promote collaborative and creative interdisciplinary activities, research and demonstration projects with the goal of pursuing a large funding opportunity, building a major research program or a research center. The proposal should address the larger benefit of the position to Clemson University, specifically how it will advance one or more of the ClemsonForward strategic innovation clusters: advanced materials; cyberinfrastructure and big data science; energy, transportation and advanced manufacturing; human resilience; health innovation; and the sustainable environment. The duration for Clemson Research Fellows grants is a maximum of two years. At the end of the two-year period, the researcher position is expected to be fully supported by externally funded grants and/or the department(s). Teams requesting more than one position should strongly justify the need for the positions in Section B of the proposal.

ELIGIBILITY
Tenure and tenure-track faculty, department chairs, deans, centers and institute directors are eligible to submit a proposal.

FUNDING AND REQUIREMENTS
- University funding will be in the range of $30,000–$50,000 per year for each position.
- At least 1:1 cash match is required for each position. Matches may come from individual faculty members, centers, institutes, departments, colleges, or combinations of these groups.
- Funding is available for a maximum of two years.
- Upon selection for award, cash match funds will be transferred to an account managed by the Division of Research. Residual funds at the end of the project will be returned back to the parties providing the cost-share and the Division of Research.
- Facilities and administrative (F&A) costs are not allowed.
- Funds cannot be used to support current research faculty and postdocs employed by Clemson University, or to supplant existing externally funded research grants.
- Research faculty or postdoctoral researchers must be hired within one year of grant award following the requirements in the Faculty Manual and the by-laws of the home department for a new hire.
- Research faculty or postdoctoral researcher candidates must hold a doctoral degree (Ph.D., M.D., or equivalent) or have completed all the degree requirements at the time of employment.
- The grant period is two (2) years, to begin on or after January 1, 2020.

DELIVERABLES
The PI is required to submit a brief (maximum 2-page) mid-term report at the end of the first year to request and receive the funding for the second year, and a final report (maximum 4-page)
summarizing the impact of the hire and the accomplishments achieved. Reports should be submitted to cuosp@clemson.edu.

APPLICATION PREPARATION
Format all documents using 12-pt. Times New Roman Font, one-inch margins, single line spacing, and 8 ½ x 11inch paper size.

Submit the proposal as a single PDF file with the following ordered sections (do not include appendices):

A. Cover Sheet [1 page]
   The cover page must include a clear and concise project title (CU FELLOWS: Project Title). The names and titles of the PI, all Co-PIs, and any other senior personnel or key collaborators should be listed along with their position (e.g. Assistant Professor) departmental affiliation, and any center and institute affiliations, if applicable.

B. Need and Vision [5 pages]
   Explain the need for the proposed position, how it will enhance the research portfolio of a group of PIs, department(s), college(s), center(s) and institute(s) or combination thereof, and the goals and vision for the proposed position. The proposal should address the larger benefit of the position to Clemson University, specifically how it will advance one or more of the ClemsonForward strategic research focus areas: advanced materials; cyberinfrastructure and big data science; energy, transportation and advanced manufacturing; human resilience; health innovation; and the sustainable environment. Additionally, the proposal should address how this position adds value to the University beyond hiring and training.

   Provide details on the specific research to be conducted, and activities including proposal submissions, expected of the new hire.

   List the mentor(s) for the new hire and the name of the primary supervisor. Identify the home department where the position is to be established.

   Provide a proposed timeline to include the identification and hiring of the employee.

C. Sustainability Plan [2 pages]
   Describe the training and mentoring that the researcher will receive to enable him/her to become fully supported at the end of the two-year grant period.

D. Budget and Budget Justification
   The budget should show the details of the proposed total hiring cost (salary range to be offered for the position) and the distribution of the cost between the Division of Research and the proposal team. Include commitment emails or letters for the cash match funds, including the source of funds. The budget should not include materials and supplies or travel requests. Matching funds must be allowed under federal and state guidelines. Unallowable matching funds are costs on other federal projects, supplies on hand, etc. Fund sources not allowable are Fund 18 and Fund 20. The matching funds must be available during the project period.

E. Biosketches [2-pg. NSF or NIH format]
   Submit 2-page biosketches in NSF or NIH format for PI, and all Co-PI(s), collaborators and key personnel.
F. List of Potential Reviewers (4 max.) with E-Mail Addresses [optional]
Faculty from Clemson University may be listed. Ineligible reviewers include department chairs and collaborators of the project team. Each person listed should be notified that he or she has been included and may be invited to review.

Proposals that are not in compliance with the requirements and the instructions may be returned without review.

TIMELINE
May 15, 2019    Solicitation announced
September 13, 2019   Proposals due
November 18, 2019   Decisions announced

SUBMISSION PROCEDURES AND DEADLINE
Proposals are accepted from May 15, 2019 to September 13, 2019. All proposal documents, including electronic signatures, must be received by 4:30pm, September 13, 2019 in InfoEd. PIs will contact their OSP Support Centers as they would normally do for an external submission. To ensure that all electronic signatures are received on time, faculty are strongly encouraged to submit their proposals for routing and electronic signature at least two business days before the deadline. Only those proposals having completed the InfoEd routing process by the deadline will be reviewed.

REVIEW PROCESS
The review committee is comprised of Clemson University faculty across all disciplines in order to provide inter-disciplinary reviews, and recommendations to the Vice President for Research.

Evaluation Criteria:
✔ The need and vision for the position
✔ Long-term sustainability plan
✔ Potential impact on Clemson research, scholarship, and extramural funding
✔ Impact on ClemsonForward strategic innovation clusters
✔ Cash cost-share to be provided for the position

RESEARCH COMPLIANCE
Applications selected for the award must have received the required approvals from the Office of Research Compliance before the award can be activated.

QUESTIONS
Questions about CLEMSON RESEARCH FELLOWS program can be directed to Diana Thrasher at dianas@clemson.edu or 864-656-3908 in the Division of Research.