# Successfully Applying for SRAs

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FACULTY DEVELOPMENT CENTER

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# What is an SRA?

- Supports research AND creative activity
- Summer months (May – August)
- $12,000 in lieu of teaching
- Due 10/31/23

# SRA Eligibility and Specifics

▶ Full time, tenured or tenure-track faculty

▶ One proposal per person

▶ Faculty may apply in teams

  ▶ Each may receive a full award, but must submit separate, unique applications

# SRA "Allowable" and "Unallowable" Topics

- Allowable:
  - Preliminary data collection to support external funding proposals
  - Time to initiate or complete a major piece of work
  - Interdisciplinary teams writing interdisciplinary proposals
- Unallowable:
  - Commercial ventures
  - Service Work
  - Curriculum development
  - Institutionally directed research
  - Faculty Development

# SRA Proposal Elements

▶ Title Page – 1 page – includes brief abstract

▶ Project Narrative – 4 pages maximum

  ▶ Project description, implementation, time justification, benefits

▶ Capability statement – 1 page

  ▶ Narrative, CV, or narrative AND CV

▶ Pending or funded awards – 1 page

  ▶ Internal

    ▶ Include outcomes or current stage of the work

  ▶ External

    ▶ No outcomes or current stage needed

*Appendices may be included, but committee may not read!

# SRA Scoring Rubric

- Your proposal will be evaluated based upon the following criteria:
  - Title Page and Abstract – 10pts.
  - Project Description – 25pts.
    - Significance, goals
  - Project implementation – 20pts.
    - Sound methodology, preparation, work plan feasible
  - Budget/timeline justified – 5pts.
  - Benefits – 10pts.
    - Collaborations established, benefits to students, community benefit
  - Capability – 10pts.

**+4-6 Competitive Priority Pts = 84-86 pts.**

# Formatting and Technicalities

- The SRA guidelines at the bottom of page 1 and top of page 2 outline formatting things that MUST BE FOLLOWED (spacing, fonts, length req.).
  - If you take nothing else away from today, just make sure to follow the formatting to the letter.
  - They say deductions will be taken, but I have seen proposals **completely disqualified** for not following formatting rules.
    - Up to committee discretion; at the very least **heavy deductions** taken
  - This includes tables, appendices, footnotes

# SRA Submission

▶ All applicants must upload their completed applications into InfoReady

▶ Combine all elements into one pdf document – and name your file according to this naming convention: **Lastname_Firstname_SRA_2023**

▶ Proposals must be **submitted** (not started) by 11:59:59 on the due date

  ▶ Things to note:

    ▶ There are questions to answer once you get into InfoReady so **allow time** for that!

    ▶ You cannot edit your file once you submit it, so make sure it is what you want.

# Dos and Don'ts

# Dos

- Keep jargon to a bare minimum! Or, better yet, do not use it at all. If the readers can't tell what you're doing, they don't assume you're brilliant, unfortunately.
    - People reading this are educated scholars or artists, but they are not experts in your field necessarily.
- Seek peer review – come back to one of our FDC-sponsored, peer-review sessions Oct. 23 or 26 at 3:30pm
- Do not miss the deadline – even by seconds…
- Did I mention following the formatting to the letter? ☺

# Don'ts

- Do not make assumptions about reader knowledge, but extensive citations are unnecessary.

- Don't try to sneak in a slightly smaller fonts or margins. The URSLC chair checks these things. This includes footnotes, tables, etc.

- Don't underestimate how important everything on the scoring rubric is.
  - Many focus on the project description and implementation
  - Committee will notice if you don't discuss benefits to EMU students, community – I've seen people lose all 10 points on this and lose funding for a very innovative project.
  - Committee also notices if timeline is too lofty or not lofty enough!

# In summary…

# Final Things to Note

▶ You may ask for feedback from the URSLC committee chair whether you receive an award or not. The chair will summarize comments and provide you a summary of what was said about your application.

   ▶ Can reapply using same idea next time if not funded this time

   ▶ Can apply for FRF using same idea if not funded for SRA

▶ If relevant, you must have your IRB/IACUC/Biosafety approval IN PLACE by April 15.

▶ A final report is due the fall following your award, else you become ineligible for other awards.

# Questions…