

Proposal Format

Sponsored Programs strongly recommends that the proposal includes information about the major project and seed project as suggested below.

Appendices are discouraged. If appendices are critical, refer the reviewers to them at appropriate times. If you have applied for or received approval from the Human Subjects Committee or the Institutional Animal Care and Use Committee, indicate that, but do not include documentation. Proposals should be no longer than 15 double spaced pages including vita. It is strongly suggested that enough information be provided so that the attached proposal review questions may be answered.

Review Process

A committee chaired and chosen by the Associate Vice-President for Research and Public Service will review the submitted proposals. Most members will not be technically knowledgeable in all proposal research areas, so it is incumbent upon the principle investigator to present the project in a way that such a group may evaluate it.



Proposal Deadline

Proposals are accepted on a rolling basis. Two copies of the completed, signed proposal should be submitted to the Office of Sponsored Programs. *Any questions, please call the Office of Sponsored Programs at 568-6872.*

Human Subjects Review

All proposals which deal with humans as research subjects, including surveys and interview protocols, must be reviewed by the James Madison University Institutional Review Board on Human Subjects and Experimentation, University policy #1104, prior to the initiation of any research. In order to assure a timely review, the proposal should be made to the review board concurrent with submission to the Office of Sponsored Programs. For more information, visit www.jmu.edu/sponsprog/irb.html

Animal Care Review

The Institutional Animal Care and use Committee (IACUC) must review all proposal which deal with research involving animals, University policy #2202, prior to the initiation of any research. In order to assure a timely review, proposals should be made to the IACUC concurrent with submissions to the Office of Sponsored Programs. For more information, visit www.jmu.edu/sponsprog/iacuc.html

For more information on
PEER Grants, visit the
Office of Sponsored Programs
website at
www.jmu.edu/sponsprog

PEER Grants
James Madison University

Office of Sponsored Programs

540-568-6872

Purpose

The purpose of the Program to Enhance External Research (PEER) is to fund pilot or preliminary work in specific university research and other scholarly endeavors, including public service activities, which show high probability for attracting increasing levels of support from external funding agencies.

It is expected that a formal proposal(s) to an external agency(ies) will be prepared as an end product of a PEER award. The PEER program cannot be used as a supplement to currently funded research.

Eligibility

Members of the James Madison University Faculty and Staff are eligible. Individuals or teams may apply, but at least one applicant must be either full-time or on a continuing full appointment by the university.

Criteria for Awards

A PEER proposal must supply convincing evidence that the following criteria have been met:

- The proposed activities must represent high quality research or scholarly activities of significant benefit to the University and society.
- A proposal will be submitted for continuation of the activity.
- Priority will be given to proposals for original research and pressing national or societal issues.

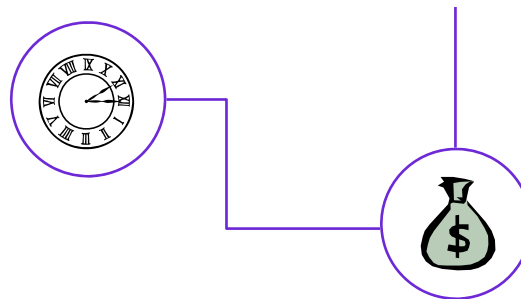
Funding

The maximum PEER grant award will be \$5,000. Generally, the range will be \$2,000-\$5,000. Funds may be used for such items as additional faculty release time or staff time during the academic year or summer, student assistance, clerical support, equipment, materials, and travel.

If the project requires it, faculty members may request release time, from one course, or a summer stipend. These requests must be accompanied by a letter, containing the following, from the faculty member's Department Head:

- The Department Head must confirm the necessity of released time or a summer stipend for successful completion of the proposed project.
- The Department Head must indicate the monetary provision necessary for hiring a temporary replacement.

Budgets will be reviewed critically, with all budget items requiring justification.



Office of Sponsored Programs

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MSC 5728
Harrisonburg, VA 22807

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Fax: (540) 568-6240

Email: hulveyjd@jmu.edu

Reporting and Acknowledgment

Each grantee must submit a report not more than 90 days after the end of a grant period that describes progress in or the outcome of the project. It is also the responsibility of each award recipient to furnish information to the Office of Sponsored Programs concerning external applications which are submitted or awards received as a result of PEER funding. Such information should include date of submission, title of the project, inclusive dates, agency, total amount requested, and the status of each application. Failure to comply with this reporting requirement may disqualify an individual for future consideration in all internal funding programs.

Notice must be given of publications, exhibitions, or performances resulting from this award. The grantee must acknowledge PEER support in all publications resulting from the award and provide one copy of the publication to the Office of Sponsored Programs.

Intellectual Property

Intellectual properties must be in accordance with University Policy #1107. For additional information see the Faculty Handbook. For more information, visit www.jmu.edu/sponsprog/iproperty.html

Contact Us

Please feel free to contact the Office of Sponsored Programs at 540-568-6872 if you have any questions.

John Hulvey, Director
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For PEER guidelines, please visit our website at www.jmu.edu/sponsprog/internalsources.html

*Then click on the PEER link for more information