Eligibility (FRD and FSI):

Full-time tenured or tenure-track graduate faculty are eligible for these awards. Faculty may submit no more than one proposal per year for a given award type. URC members who apply for an FRD award cannot participate in the evaluation and discussion of any FRD applications during that award cycle, but can participate in the discussion of other type of applications such as FSI, GRA and others. The same rules apply for FSI applications. URC members who plan to apply for an FRD or FSI award need to inform the Office of Research and URC in advance and ask the Dean of their College to arrange a replacement reviewer to evaluate applications and to participate in the relevant application review meeting. The PI of a previous award is eligible to serve as the PI of a new proposal of the same type; however, such PIs are expected to carefully document the results of their most recent award in the new proposal. This information will be considered when evaluating the strength of the PI's research, scholarship, and creative activity.

Award Terms and Conditions (FRD, FSI, GSRA, and USRA):

- All required certifications, including but not limited to human participants, animal subjects, and hazardous materials, must be provided to Sponsored Programs and Research Services prior to the award of funds.
- The Office of Research reserves the right to disseminate funded proposals. The applicant must indicate the presence of confidential or proprietary information, if any, on the proposal application cover page, and mark those sections in the proposal. Those sections will not be shared with the public.
- Award funds must be expended for the purposes described in the proposal and in accordance with the proposal budget and applicable University regulations and procedures. All equipment purchased with award funds is the property of the University and is assigned to the PI's primary department. Budget change requests during the term of the award should follow the same procedure as all other CSU grants; see www.csuohio.edu/sprs/rebudget-procedure.

Reporting Requirements (FRD, FSI, and GSRA):

Any scholarly output resulting from the award must carry an acknowledgment that the project was conducted with support from the relevant Cleveland State University internal funding program. A final report must be sent via e-mail as a PDF attachment to j.yard@csuohio.edu and r.kondratov@csuohio.edu no later than 60 days after the end date of the award. The report should be short, simple, and understandable by the non-specialist, and should include the following sections: (1) Abstract; (2) Timeline of project activities; (3) Products (papers, publications, artistic works, performances, etc.) that were created, or are in the process of being created, as a result of the project; (4) Summary of how CSU's research or scholarship profile was (or will be) enhanced as a result of the project; (5) List of sponsors to which a funding request was submitted, or will be submitted, as a result of the project.

Allowable Expenditures (FRD and FSI):

Allowable expenditures include salaries and fringes, course release, consultant fees, equipment, travel required for the conduct of research, supplies, and other direct costs. Faculty summer salary and course release time cannot exceed one month per faculty, and the total faculty salary and fringes cannot exceed 50% of the total budget.

Timeline (FRD, FSI, GSRA, and USRA):

February 1	Email proposal submission to j.yard@csuohio.edu and r.kondratov@csuohio.edu
February, March	Proposal reviews – all proposers are expected to serve as reviewers
April 1	Award notification
May 15	Availability of funds
September	USRA poster session – all recipients of internal funding awards are expected to serve as judges at the annual USRA poster session