

## **Guidelines for Research Supported by the Marie Hartwig Pilot Research Fund**

### **Intent of the Funds**

The Marie Hartwig Pilot Research Fund supports research by faculty members in the School of Kinesiology (SoK). This year there will be one competition with two categories of funding opportunities available. Category one will be for funding requests of up to \$10,000, and category two will consider proposals with funding requests up to \$40,000.

### **Reviewers**

For each application, the ADR will select at least one internal (within SoK) and one external reviewer (outside of SoK). Each reviewer will write an evaluation of the assigned application, and these reviews will be made available to the applicant. The internal reviewers will include current faculty from the SoK, potentially including emeritus faculty. The ADR will also select one external reviewer (this may include individuals from institutions outside of the University of Michigan (U-M) or faculty from other academic units at U-M) with relevant expertise for each grant. Funding decisions will be made by a committee that includes the internal reviewers and is chaired by the ADR.

### **Eligibility Criteria**

University of Michigan Kinesiology tenure-track faculty members are eligible to apply. A faculty member is not eligible to apply for additional funds in a subsequent year until the required public presentation of results has been completed and the required report has been submitted.

### **Materials to be Submitted by Applicants**

**The application must include the applicant's name and the project's title.** It must also include a description (up to 4 pages) of the study addressing: (1) statement of the problem with a brief background that states the need for the study, (2) study design and planned analyses, including commentary on the feasibility of the planned research, (3) expected outcomes, and how the knowledge gained will ultimately produce benefits for individuals or populations, and (4) description of how the proposed research will advance the PI's future research plans. References should be provided on an additional page. Other requirements are a one-page detailed budget (**cannot be used for faculty salary**) along with either an NIH-style biosketch or a CV. The duration of the project period is one year. Applications can be either single- or double-spaced with at least ½ inch to 1-inch margins. The font size should be at least 11-point. Please consolidate the sections into one PDF document. *Before preparing your application, please review the Scoresheet that Reviewers will use to evaluate all applications (available from Elizabeth Tropiano or the ADR).*

Directions and examples of an NIH biosketch can be found at:

<http://grants.nih.gov/grants/forms/biosketch.htm>

### **Responsibilities of Grantees**

The grantee is expected to make a public presentation of the project's results within two years of receipt of the funds. Typically, the presentation will be a seminar hosted in Kinesiology that is organized by the ADR. A one page report on tangible outcomes (publications, abstracts, presentations, grant applications, student training, and other relevant outcomes) of the project is required to be submitted to the ADR within two years of the receipt of funds. Grantees are required to acknowledge the *Marie Hartwig Research Pilot Fund* in publications or public presentations that include results supported, at least in part, by the MHRF. Any funds not spent within 24 months of the grant start date will revert to the MHRF. Grantees are expected to be willing to serve as reviewers during subsequent years when they are not applicants.

### **Deadline for Submission and Notification of Award**

Applications for the 2022 deadline are due on January 13, 2023. Applications should be sent electronically to the ADR in Kinesiology, Greg Cartee (gcartee@umich.edu). Questions on the policies and process for applications may also be directed to Greg Cartee.