**Call for Applications**

**Collaborative Research Team Development Program**

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| **Introduction** |

The Office of Research invites applications to support the formation and development of collaborative research teams. The program is open to all disciplines.

**Why collaboration?**

Researchers and practitioners recognize that current societal problems are highly complex, requiring more than a single disciplinary, methodological, or analytic approach. Whether termed “wicked,” multi, inter, or transdisciplinary, grand challenges, or convergence research, these problems require complex solutions, bringing together people from a range of disciplines as integrated collaborative teams to begin to address such issues realistically and usefully. Funding agencies require not just the *appearance* of teams but *demonstrated evidence* that teams are functioning holistically rather than as a sum of their parts. The purpose of this program is to help teams come together and develop effective collaborations, laying the groundwork for inter/transdisciplinary, innovative, and competitive external research proposals.

**What is the intent of the applications?**

The applications will identify teams that have formed or are forming to answer complex problems requiring the integration of multiple disciplines, and that recognize the need to learn about working as a collaborative group. At the end of the funding period, teams are expected to provide the deliverables specified below.

**What is the program not intended for?**

The program is not designed for support of groups that form on an ad hoc basis for expertise needed on specific projects.

**Applications are due by 5:00 pm on Monday, April 1, 2019**. Late or incomplete applications will not be accepted. Please submit questions to Kathleen Koch at [kjk@uwm.edu](mailto:kjk@uwm.edu).

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| **Program Summary** |

**Award Information**

Teams will be funded up to $15,000; activities must be completed between July 2, 2019 and   
June 30, 2020. Five awards are anticipated.

**Team Composition**

Each team must include at least three faculty and/or scientists. The team must span at least two disciplines, and at least two members must be from UWM. Inclusion of non-UWM team members (academic and non-academic) is allowed.

**Budget**

A minimum of 50% of the budget must be used for **team development and support**. A detailed budget is NOT required for this portion of the funding. Before the start of the award, Office of Research staff will work with successful applicants to determine appropriate, mutually-agreeable activities throughout the funding period that will lead to the following:

* Understanding more about each other’s disciplines, including vocabulary and methods
* Learning how to elicit and leverage intellectual contributions of each member
* Establishing a framework for effective team communication and interaction
* Developing agreements about issues such as authorship, workload, decision-making processes, and other challenges of collaborative work

The remainder of the budget may be used toward **preliminary work on the research problem**. Please provide specifics for this portion of the funding. Examples include but are not limited to:

* Preliminary data collection and/or analysis
* Feasibility studies
* Review of external grant proposal(s)
* Supplies
* Publication costs

**Characteristics of Successful Applications**

* Are intended to develop medium- to long-term collaborations
* Seek to answer bigger questions requiring multidisciplinary inquiry
* Have members with complementary expertise and skills
* Will lead to jointly authored presentations and publications
* Will lead to external grants to sustain the collaborative research

**Working with Research Development**

Funded teams will meet with Research Development staff to determine appropriate team development activities and meet periodically throughout the year to review progress, discuss challenges, and receive feedback.

**Deliverables**

The following deliverables will be due at the end of the funding period:

* Vision statement and long-term goals for the collaboration
* Collaboration plan with all group members listed
* Three-year strategic plan for the collaboration
* List of potential grant opportunities and (if appropriate) grant applications made
* If applicable, a description of preliminary work accomplished on the research problem

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| **Application Format Requirements** |

* **Margins:** Minimum half-inch on all sides
* **Allowable Fonts:** Minimum 11 points in Arial, Tahoma, Times New Roman, Georgia, Palatino Linotype, Helvetica, Calibri
* **Line Spacing:** Single-spaced
* **Submit as a Word document**

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| **Application Content** |

**There are five parts to the application:**

1. Cover sheet
2. Need and evidence for collaboration
3. Team development needs and preliminary work on the research problem
4. Budget and budget justification
5. Short biographies for each person

**1. Cover Sheet: Maximum ONE page**

* Collaborative application title – Describe the focus of the research problem in a few words
* Provide the names, titles, department/unit names (add institution name if not UWM), emails and area of expertise for each team member

**2. Need and evidence for collaboration: Maximum FOUR pages. Please explicitly answer the following questions:**

* What is the problem the team will address?
* What are the consequences if the problem is not addressed?
* Who needs to know the results?
* What are the disciplines that need to be included and why?
* How and when did your team form?
* What is the anticipated role of each team member?
* What are the perceived strengths and weaknesses of the team?
* How did the group work together to submit this application?
* What are some external grant opportunities the team might pursue?

**3. Team development needs and preliminary work: Maximum TWO pages**

* Describe the types of team development and assessment activities which you feel would most benefit the group during the funding period (this will provide a starting point for discussion and planning with the Research Development staff at the award stage)
* If applicable, describe the type of preliminary work on the research problem you plan to accomplish during the funding period.

**4. Budget and Budget Justification:** List the overall amount in Part A that will be used for team development. If requesting a portion of the budget for Preliminary Work, provide detail and a total for Part B. See Budget Template below.

**Budget Template**

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| ***Part A - Support for Team Development*** | ***Amount Requested*** |
|  | $ |
| ***Part B - Preliminary Work on the Research Problem ($7,500 maximum)*** | ***Amount Requested*** |
| Item 1 Short Description | $ |
| Item 2 Short Description | $ |
| Item 3 Short Description | $ |
| (Add additional rows as needed) |  |
| **OVERALL TOTAL** | **$** |

**Justification/detailed description of Items in Part B**

Item 1.

Item 2.

Etc.

**5. Short Biographies**

Provide short biographies (approximately 100 words) for each person who is part of the collaboration.

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| **Proposal Submission** |

**Submit all five parts of the application as a single \*\*Word file\*\* to Kathleen Koch at** [**kjk@uwm.edu**](mailto:kjk@uwm.edu) **by 5:00 pm on Monday, April 1, 2019.** **Late or incomplete applications will not be accepted.**

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| **Application Review** |

A preliminary review will be conducted by the Office of Research. Questions from the preliminary review will be sent to the teams for response. A panel with Office of Research members and some combination of representatives of previously funded groups, Associate Deans, or the Research Policy and Advisory Committee will review the applications and responses and recommend funding. (See timeline below.) Group presentations will not be part of the review process this year.

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| **Internal Review Criteria** |

Evaluators will assess applications based on the following criteria:

1. Clarity and significance of the problem to be addressed
2. Alignment of the team with the research problem.
3. Potential impact of proposed collaborative work
4. Alignment with future funding opportunities

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| **2019 Application and Review Timeline** | |
| Submission Deadline | Send to [kjk@uwm.edu](mailto:kjk@uwm.edu) by April 1, 5:00:00 p.m. |
| Preliminary review | April 11 |
| Applications returned for additional information (if necessary) | By April 15 |
| Responses due back | April 26, 5:00:00 p.m. |
| Review panel | Week of May 13 |
| Award announcement | By end of May |
| Funding begins | July 1 |