CALL FOR APPLICATIONS
TEAM INITIATION PROGRAM

Program Summary

The Office of Research invites applications to support the formation and development of interdisciplinary research teams. The program provides an introduction to collaborative research and seed funding for small pilot projects. **Applications are due by 5:00 pm on Monday, April 27, 2020**. Late or incomplete applications will not be accepted. Please submit questions to Kathleen Koch at kjk@uwm.edu.

1. 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, such 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.

2. What are the Program Priorities?
Priority in making awards will be given to newly formed or existing teams that:

- Have members with complementary expertise and skills

- Intend to develop medium- to long-term collaborations

- Seek to answer bigger questions requiring multidisciplinary inquiry

- Are interested in learning about and integrating theories, concepts and methods from each contributing discipline

- Recognize the need to learn about working as a collaborative group

3. What is the Program Not Intended For?
The program is not designed to support groups that form on an ad-hoc basis for expertise needed on single-investigator projects.

4. Team Composition
Each team must include at least three faculty and/or scientists from UWM that represent at least two disciplines. Up to four additional members, including external members, are allowed. Questions on the composition of a team should be directed to Kathleen Koch at kjk@uwm.edu.

5. Award Information
- Three to five awards are anticipated, with budgets between $15,000 and $25,000.

- **Funds will not be released until teams have completed a mandatory half-day workshop and additional collaboration readiness activities, to be determined in consultation with the Research Development staff.** Once these tasks are complete, teams will have 18 months to spend the award.

- Teams not selected for funding are encouraged to participate in the training program in anticipation of the next round of awards.

6. Budget

Budgets may be used toward project expenses and strengthening the collaboration. Examples of appropriate items are:

- Personnel (excluding faculty salary)
- Supplies and equipment
- Travel
- Review of external grant proposal(s)
- External speakers (sessions must be open for campus-wide attendance)

If unsure whether to include a specific expense, contact Kathleen Koch at kjk@uwm.edu. The Office of Research will determine final budgets. Project must be completed within 18 months from start of funding.

7. Working with Research Development Services

Each team will be scheduled for an individualized four-hour workshop to start working on a collaboration plan. All team members must attend. During the funding period, teams will also meet with Research Development at least once a semester to review progress, discuss challenges, and receive feedback.

8. Deliverables

Teams must attend the above workshop and complete collaborative readiness activities (to be determined in consultation with Research Development staff) before any funding will be released. The "pre-funding" work must be completed by the end of the fall 2020 semester. The following deliverables will be due at the end of the funding period:

- Vision statement and long-term goals for the collaboration
- List of potential grant opportunities and (if appropriate) grant applications made
- Summary of work on the research problem completed during the funding period

In addition, each team is required to attend a program debriefing with the Office of Research staff.

Application Format Requirements

- **Margins:** Minimum of one 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**

Application Content

There are four parts to the application:

- Cover Sheet
- Problem Statement
- Description of Pilot Project
- Budget and Budget Justification

1. **Cover Sheet: Maximum ONE page**
   - Collaborative application title: Describe the focus of the research problem in a few words.
   - For each team member provide their name, title, department/unit name (add institution name if not UWM), email, and area of expertise.

2. **Problem Statement: Maximum THREE pages.** Please discuss the following:
   - What is the problem the team will address?
   - What is the societal impact of that problem?
   - What are the weaknesses of previous approaches to this problem?
   - What are the disciplines that need to be included to address the problem and why?
   - What are the strengths/advantages of the proposed team in investigating this problem?
   - What are some external grant opportunities the team might pursue?
   - What will this grant enable you to accomplish that you could not do otherwise?

3. **Pilot Project: Maximum THREE pages.** Describe the pilot project and roles of project personnel.

4. **Budget and Budget Justification:** Using budget template (table) below, for each requested item provide a short description and the amount. Below the table, provide a more complete description/justification for each expense.

   Budget Template

Item 1 Short Description	$
Item 2 Short Description	$
Item 3 Short Description	$
(Add additional rows as needed)	
OVERALL TOTAL	**$**

   Budget Justification (provide a detailed description of the above budget items)
   Item 1.
   Item 2.
   Item 3. (Add additional rows as needed)

Proposal Submission

Submit all four parts of the application as a single Word file to Kathleen Koch at kjk@uwm.edu by 5:00 pm on Monday, April 27, 2020. Late or incomplete applications will not be accepted.

Application Review

A review panel will provide input on the viability of projects and teams. The final decision will be made by the Office of Research.

Review 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 identified in the proposal

2020 Application and Review Timeline

Submission Deadline	Monday, April 27, 2020
Tentative review date	Week of May 18
Award announcement	End of May
Funding begins	When team collaboration assignments and training have been completed