

### **1. Fund Allocation to Identified Priorities.**

In consultation with the Leadership Team, the Dean has identified the following target allocations of the initial \$2.0 million of investment funds for initiatives that accelerate progress on the Strategic Priorities of the College of Forestry. Funds are being allocated in 2013 and 2014 to four of the five priorities and their supporting strategies:

- \$500,000 Priority 1: Academic Excellence (Strategies 4 and 5)
- \$750,000 Priority 3: Research Excellence (Strategies 10-13)
- \$500,000 Priority 4: Internationalize COF (Strategies 14-16)
- \$250,000 Priority 5: More Diverse and Pluralistic College (Strategies 17-20)

Funds not committed in 2014 may be reallocated between priorities in 2014 or 2015 at the discretion of the Dean.

### **2. Funding and Submission Deadlines.**

For each priority area, funds will be allocated in amounts and timing as set by the Associate Dean or Director with program responsibility for the specific strategic priority (hereafter "Program Administrator").

- The Program Administrator will set aside a portion of the total funds allocated to their priority for small grant amounts from \$2,500-\$5,000, and set a date for submission of proposals. Proposals requiring less than \$2,500 should be discussed and addressed via Department funds or from other sources. A portion of funds set aside for small grants will be held for proposals submitted for funding consideration in 2014 or 2015.

### **3. Small Grant Eligibility**

College of Forestry faculty, staff, and graduate students are eligible for award by making submissions that meet the following criteria:

- Satisfactory completion of all elements set forth in the online application.
- Sponsorship of the proposal by the applicant's Department Head and/or an Associate Dean or Director of Research with program portfolio responsibilities relevant to the proposed request.

### **4. Preference Criteria for Award of Funds.**

Preference will be accorded those grant requests which:

- Demonstrate commitment of matching funds from a source separate from the COF Priorities Investment Fund.
- Directly and measurably advance one or more of the strategies and commitments articulated for Priorities One, Three, Four or Five with preference given to those requests addressing more than one priority.
- Clearly demonstrate that articulated outcomes can be accomplished without an ongoing or future commitment of funds by the College of Forestry or other source; or, demonstration that such funding will be a logical and likely outcome of investment in the project proposal.
- Engage and demonstrate collaboration between Departments within the College of Forestry, or between the College of Forestry and other Colleges at OSU.
- Demonstrate new and scalable opportunities for program enhancements relevant to the targeted priority, strategies, and commitments.
- Any other preference criteria set forth in a specific large grant RFP the applicant is responding to.

## **Dean's Investment Fund Grant Application and Award Process Guidelines** (Page 2)

### **5. Decision Process for Proposal Consideration and Award of Funds.**

Funding of small grant awards will be based on the following decision process.

#### ***Small Grant Application Processing Steps***

1. Grant application forms will be reviewed by the Program Administrator with responsibility for the funds sought.
2. If clarification is requested, a written response from applicant must be made within a time specified as reasonably necessary to avoid delay in processing all applications.
3. The Program Administrator may informally consult individually or collectively with members of the College FEC on any aspect of an application.
4. The Program Administrator will rank all submissions based on the application's clarity and strength in support of:
  - Stated preference criteria
  - Relationship to, and support of outcomes targeted by FEC for the relevant priority area and associated strategies
  - Ability to objectively measure project outcomes using program metrics or performance indicators
5. After reviewing and ranking all applications, the Program Administrator will meet with the Dean and together they will determine which project proposals will be funded from the ranked list.
6. The list of all funded and unfunded project applications will be published in COF Today.
7. Project funding decisions will be announced within approximately 30 days of the application deadline, and funds awarded as agreed with program administrator.
8. Unfunded projects may reapply in subsequent cycles.