GRANTS TO ENHANCE AND ADVANCE RESEARCH (GEAR)
CLASS 2023-2024 PRE-PROPOSAL APPLICATION FORM

Pre-Proposal Submission Deadline: **November 8, 2023 by 5:00 p.m.**
Submit all sections/documents combined into 1 (one) *unsigned* PDF to:
classgrt@uh.edu (do NOT use classgrt@central.uh.edu)

Applications submitted late will not be considered. Review the GEAR guidelines for the full proposal on the DOR website. Only proposals that meet the criteria for awards, as stated in the guidelines, will be considered and/or reviewed for funding.

I.   **PRE-PROPOSAL COVER PAGE** (see attached)

II.   **PREVIOUS GEAR FUNDING**

State whether you have received <u>any</u> previous GEAR funding. If so, give the project title, award amount, and project start and end dates. Describe the outcome of the project, including proposals that were submitted as a result of the GEAR award and if they were funded. For funded proposals, provide project title, amount, sponsor, project start and end dates, all key personnel (PIs, co-PIs, Investigators) and their respective % shares. Include attachments if appropriate.

III. **PRE-PROPOSAL NARRATIVE**

The pre-proposal narrative should be no more than 3 pages (double-spaced, single-sided, at least 12-point font and 1-inch margins). The following outline should be used for the narrative portion of the application. Be concise.

- **Introduction.** Emphasize the importance of the project and summarize previous research in the field. Place the major focus of the proposal in proper context. Specify how the proposal will meet the purpose of the criteria of the program as described on page 1 of the GEAR guidelines.

- **Objectives**. Describe the targeted goals and expected outcomes of the project, keeping in mind the criteria for the awards.

IV.   **INTERNAL AND EXTERNAL FUNDING.** Summarize any prior or current internal and/or external funding that you have received for this area of research. Include project title, amount, sponsor, project start and end dates, all key personnel (PIs, co-PIs, Investigators) and their respective % shares. List potential sponsors and planned proposal submissions.

V.   **CURRICULUM VITAE**

Include vitae for all professional personnel who will work on the project. Do not exceed two pages for each individual. The curriculum vitae should indicate the total number of peer-reviewed publications and details of the five most significant for this research.

VI. **REFERENCES**

No page limitation; references may be single-spaced.

VII. **BUDGET**

Provide a budget for expenditure of the GEAR funds by general category. If you have start-up funding, you must provide additional justifications for the request. In addition, list all current and pending support, both external and internal.

VIII. **APPENDIX (Optional)**

Example: NIH study section reviews indicating the need for a pilot data.

GRANTS TO ENHANCE AND ADVANCE RESEARCH
(GEAR) PRE-PROPOSAL COVER PAGE (2023-2024)

I.   **COVER PAGE (detach and complete)**

PI Name:		Employee ID#:	
Department:		College:	
Email:		Phone:	
Co-PI Name:		Employee ID#:	
Department:		College:	
Email:		Phone:	
Project Title:			
Total Funds Requested:			

Does this proposal involve:
(Double click the box and check all that apply and provide protocol number if applicable)

☐ Animals   Protocol N:

☐ Biological Materials (rDNA, Cells,   Protocol N:
Microorganisms, Biological Toxins)

☐ Human Subjects   Protocol N:

☐ Radioisotopes/Lasers/X-Rays   Registration/Sub-license:

I.   PREVIOUS GEAR FUNDING

II.   PRE-PROPOSAL NARRATIVE

Limit to 3 double-spaced, single-sided pages and at least 12-point font. Be concise.

III. INTERNAL AND EXTERNAL FUNDING

IV.   CURRICULUM VITAE

Include vitae for all professional personnel who will work on the project. Do not exceed two pages for each individual. The curriculum vitae should indicate the total number of peer-reviewed publications and details of the five most significant for this research.

V.   REFERENCES

No page limitation; references may be single-spaced.

VI.   BUDGET

	Funds Requested	Other Funds	Total
SALARIES & WAGES (identify function)			
Faculty Salaries			
Research Assistants			
Student Wages			
Non-Student Wages			
FRINGE BENEFITS			
MAINTENANCE & OPERATION (e.g . chemicals, supplies, services, copying, postage)			
TRAVEL (may be subject to State of Texas guidelines)			
Equipment (specify items over $1,000 each)			
TOTAL PROJECT COST			

BUDGET JUSTIFICATION: (Justify all costs other than Principal Investigator salary.)

Also, please list all current and pending support, both external and internal.

VII.   APPENDIX (OPTIONAL)

Example: NIH study section reviews indicating the need for pilot data.