

Arts and Sciences Research Instrumentation and Infrastructure Grant Program (IIGP)

The college invites proposal submissions to the ASC Instrumentation and Infrastructure Grant Program (IIGP). The main purpose of IIGP is to significantly advance the research and creative expression activities of Arts and Sciences faculty and students by:

- enabling the acquisition of new instrumentation/infrastructure
- replacing existing but outdated/non-operational instrumentation/infrastructure
- upgrading and expanding the capabilities of existing instrumentation/infrastructure

IIGP aims to support instrumentation/infrastructure needs that impact research and creative expression activities beyond individual faculty/research groups.

APPLICATION

Deadline: Proposals will be accepted once per year with a deadline of October 1 (if October 1 falls on a weekend the deadline for proposal receipt by the college will be the following Monday). Proposals should be submitted by 5:00 PM on the deadline day via [DocuSign](#). Proposals submitted after the deadline will be considered in the following IIGP cycle.

Amount: Typical IIGP requests are expected to be in the range of \$25,000-500,000; proposals requesting greater or lesser amounts may also be considered – for such proposals the PI should consult with the Associate Dean for Research and Creative Inquiry in advance of submitting the full proposal.

PI: Any ASC tenure track faculty may serve as PI. Proposals should not include co-PIs.

Proposal limit per department: At most 2 IIGP proposals per cycle may be submitted from each department in ASC. It is expected that within each department, IIGP proposal submissions have been coordinated with the department chair and/or appropriate department chair designee or committee. A short statement/letter of support from the department chair should be included with the proposal.

FUNDING DETAILS

- Proposals should be for the purchase, replacement, or upgrade of a single piece of instrumentation/infrastructure (as opposed to the purchase, replacement, or upgrade of a suite of multiple instruments)
- Proposals requesting the purchase of accessories that would significantly extend the capabilities of existing instrumentation/infrastructure may request a bundle of several accessories provided that these are properly justified
- Software, computers, and computer accessories required to operate a research instrument or that serve as a workstation in support of research and creative expression activities of many faculty and students will be considered
- Instrumentation/infrastructure service contracts (annual or otherwise) outside of the normally included warranty period should not be bundled with instrumentation/infrastructure purchases and will NOT be supported
- Construction projects and office or lab space renovation projects will NOT be supported
- Personal computers, computer accessories and software for individual faculty use will NOT be supported

- Instrumentation/infrastructure that primarily supports the research and creative expression activities of individual faculty/individual research groups will NOT be supported

PROPOSAL GUIDELINES

Proposals should be no more than 3 single spaced pages with 1-inch margins and 12 pt or larger Arial, Times New Roman or Palatino fonts and should include the project title, PI name and department at the top of page 1 as well as the sections below in the order specified.

1. Introduction section that includes the following: (i) detailed description and main features of the proposed instrumentation/infrastructure, (ii) overview of the significance of the proposed instrumentation/infrastructure for advancing research and creative expression activities in ASC, as well as any teaching, training and engagement activities if applicable, and (iii) availability of any other similar instrumentation/infrastructure at Ohio State with rationale for why the proposed instrumentation/infrastructure is required.
2. Justification of Need for College Support section that addresses in detail why college support is necessary and why the proposed instrumentation/infrastructure cannot be pursued via other internal or external funding mechanisms (e.g., PIs existing external grants, various external funding programs supporting major research instrumentation/infrastructure such as NSF MRI, DURIP, NIH S10, NIH administrative supplementary funds for equipment purchases, etc., internal Ohio State resources including PI start-up or other funds, department funds, etc.).
3. Userbase and Research Metrics section that contains: (i) a table of major and minor faculty users of the proposed instrumentation/infrastructure (in cases where the faculty userbase is extensive, a representative set of major users may be listed with the remainder of the userbase described in summary form below the table), (ii) a summary of the student and research staff userbase, (iii) any relevant metrics such as research expenditures, research proposals, publications, creative expression, teaching, training and engagement activities etc. supported or expected to be supported by the proposed instrumentation/infrastructure.
4. Instrument Management Plan section that addresses at the minimum the following: (i) where the instrumentation/infrastructure will be housed, (ii) if applicable, an estimate for any anticipated construction, renovation or other costs associated with the installation of the proposed instrumentation/infrastructure and a plan for how these costs will be covered, (iii) any staff or other support available or planned for the continued operation and maintenance of the requested instrumentation/infrastructure, (iv) a detailed financial plan for how the operation and maintenance of the instrumentation/infrastructure will be supported in the long term, including support for any required staff, service contracts and other recurring costs such as consumables, repairs, etc. related to operation and maintenance
5. Quote for the purchase of proposed instrumentation/infrastructure (not included in the 3-page limit).
6. Short statement/letter from the department chair acknowledging their awareness of and support for the proposal being submitted (not included in the 3-page limit).

AWARD

Purchase orders for instrumentation/infrastructure should be placed as soon as possible and ideally within 6 months of receipt of funds.

A one-page final report to the college is due within 6 months of delivery/commissioning of the requested instrumentation/infrastructure. Failure to submit the final report based on IIGP funding will result in the PI being ineligible for future IIGP proposal submissions.