

PRESIDENTIAL RESEARCH AWARD

DEADLINE: FEBRUARY 3, 2026

INSTRUCTIONS FOR THE PREPARATION OF PROPOSALS

I. CRITERIA FOR AWARD

Review and Eligibility

The Research Policy Committee (RPC) judges this highly competitive award. The committee reserves the right to disqualify any or all proposals it deems not worthy of funding.

Eligible applicants must be full-time faculty, professional staff, or administrative faculty and must be engaged in research, scholarship, or creative activity that results in a significant contribution to their professional field.

Proposal Submission Requirements

All proposals submitted for Presidential Award consideration must strictly adhere to the committee's instructions. All proposals will be judged on their clarity, thoroughness, and adherence to these guidelines.

General Criteria for the Award

Project Stage and Completion: Applicants should be in the final stages of a significant project and must demonstrate that they will complete their projects during the one-year term of the Award.

Impact and Significance: The activity must involve research, scholarship, or creative activity that makes a significant contribution to a field of study or branch of the arts. The expectation is that the work will have significant impact and/or application beyond the confines of the University.

Grant Cycle Restrictions: A Presidential Award recipient will not receive a Competitive CISR grant in the same grant cycle. An applicant may apply for both the Presidential Award and a Competitive grant, but if the applicant is chosen for the Presidential Award, their Competitive grant application will be withdrawn from consideration.

Reapplication Limits: Applicants not chosen for a Presidential Award may reapply in subsequent years. A person is limited to holding a Presidential Award once during a five-year period. (Example: A person who received an award in May 2015 for the 2015-16 grant year could reapply in the spring of 2020 for the 2020-21 grant year.)

Investigator Status: The applicant may be engaged in either collaborative or non-collaborative activities. However, applications must come from, and awards be made to, single investigators only.

II. AMOUNT AND DURATION OF AWARD

The MSU Presidential Research Award is for one academic year and consists of a stipend of \$6,500 plus an additional \$650 in support, supply, and travel funds. The university will treat the \$6,500 portion as salary, subject to all relevant deductions. The \$650 will not be allowed as additional salary for the Presidential Award recipient.

III. OUTLINE FOR PREPARING THE PROPOSAL

General Submission Requirements

- **Proposal Length and Clarity:** Be as thorough as is appropriate to provide relevant information for evaluating the proposed project. If the structure below is not suitable for your project, please consult with the RPC Chair before submitting your application. Remember: **be clear to the non-specialist**.
- **Abstract:** The abstract must **not exceed 500 words**. It should include a description of the proposed project, the methods to be used, and a statement of the project's significance.
- **Review Board Approvals:**
 - **IRB Approval:** Institutional Review Board (IRB) approval is required before an application involving **human subjects** is considered.
 - **IACUC Approval:** Institutional Animal Care and Use Committee (IACUC) approval is required before an application involving **non-human subjects** is considered.
- **Appendices:** Illustrations may be included in an appendix.

Required Proposal Structure

Please use the following structure for your proposal:

SECTION	CONTENT
Title of the Proposed Project	Repeat the title exactly as it appears on the title page.
Introduction	Include the historical background of the project, the current status of the project, the work to be completed during the grant cycle, and the anticipated contribution of the project to the discipline.
Objectives and Procedures	Identify the specific objectives of the project and describe the procedures to achieve each one. Include any necessary support materials (e.g., survey instruments, contracts).
Significance	Discuss the project's significance in language understandable to a generalist (the non-specialist committee members).
Results	Specify the form in which the anticipated results will be presented (e.g., printed publication, product, exhibit), and include a detailed timetable for completion.
Facilities	Identify any facilities required and/or available for completing the proposed project.
Literature Cited (Appendix)	Include a listing of the literature cited in the proposed project that is relevant to evaluating the project. This section is limited to no more than two pages .