Overview
The Office of the Vice Provost for Research (OVPR) is pleased to announce a planning-grant program to support planning and development of competitive, large-scale collaborative proposals for significant external funding. OVPR Planning Grants aim to enhance interactions between faculty and lower barriers to planning and creating large research proposals by providing funds to bring colleagues together. Funds can be requested/used to host planning meetings, design workshops, defray collaborator travel costs, or similar activities. Grants are provided with the expectation that an application to an external funding opportunity will result within 18 months from the time the OVPR Planning Grant is awarded.

Award Amount and Project Scope
Faculty teams can apply for grants of up to $10,000 for one year of support. Extensions will not be granted. Selected planning-grant teams will be expected to partner with Sohini Sengupta, Director of the Office of Campus Research Development in the OVPR, who has responsibility to assist in development of large grant proposals.

Eligibility
Tenured/tenure track faculty with a primary appointment in a Campus school department (i.e., outside of the SOM/SON) are eligible to serve as principal investigator; research faculty are welcome to serve as co-PIs, as are faculty members from other Duke schools or other institutions.

Proposal Preparation and Requirements
Planning grant proposals are accepted on a rolling basis at cfreel@duke.edu and are reviewed by the Vice Provost for Research and school leaders. Complete applications include the following information:

- A cover sheet with the application title and the names and affiliations of all senior personnel (limited to one page).
- A project plan detailing the following (limited to three pages):
  - A brief project overview describing the opportunity or challenge to which the proposed work responds.
  - An outline of the goals and objectives of the proposed project, with a plan of work detailing the steps required to progress towards developing an application for external funding.
  - A summary of the level of innovation associated with the research and proposed team and how the project team provides the interdisciplinary expertise necessary to support that innovation.
  - A description of expected outcomes, including the analysis and identification of external funding opportunities and a timeline for application.
- A detailed budget justifying how the planning funds will be utilized to support the above project activities (limited to one page).

Each awarded team must submit a final written report of project outcomes to the OVPR within 30 days of the close of the project period. Duke members of the interdisciplinary research team and the relevant school leaders/Vice Provost will meet to discuss the project’s overall progress and the next steps needed to obtain external funding.

Questions about the OVPR Planning-Grant Program?
- Please reach out to cfreel@duke.edu