

## NEW DCP INITIATIVES: DCP TRAVEL GRANTS

### Request for Proposals

**Introduction:** The College of Design, Construction and Planning is pleased to announce an internal competition for travel grants in support of research and creative scholarship. These funds are additional to the regular travel fund requests and will enable faculty to undertake fieldwork, participate in design competitions, and to present papers at major national or international conferences. Proposals should meet the following criteria:

- Support research/scholarship as outlined above;
- Specify the importance of the activity and why DCP support is critical;
- Indicate how the proposed activity will enhance the applicant's work.

**Funding Provision:** The College will provide two categories of funding:

- Up to 15 awards of \$1,000 - \$2,000 in support of research, scholarship, and participation in major international conferences and design competitions.
- Up to 10 awards of \$500 to \$750 to enable junior faculty to extend/make a trip to a research funding agency to learn about funding programs and priorities.

Funding will be available from February 15, 2017 and travel should be completed within 9 months of this date. Funds cannot be used for faculty salaries and must be used in accordance with UF travel guidelines.

**PI Eligibility:** All full-time faculty in the College of Design, Construction and Planning are eligible to apply for these funds.

**Submission Details:** For full consideration, proposals should be submitted by 5 p.m. ET on **January 27, 2017** to Theresa Sanchez (tsanchez@dcp.ufl.edu). Please include 'DCP Travel Grant' on the subject line. Funding decisions will be made by February 10, 2017.

Proposals should be submitted in a single PDF file and should include the following:

1. *Travel Description:* This should include a) proposed activity and its importance, b) relationship between the activity and the PI's research/scholarship c) expected outcomes and impacts. The travel description should not exceed 2 pages in length, using a minimum 11 point font.
2. *Travel Budget:* Investigators may include one additional page for the budget and budget justification.

**Proposal Review Criteria:** Proposals will be reviewed by an ad-hoc committee of three professors from within DCP. The ad-hoc committee will make funding recommendations to the Dean and Associate Deans, who will make final funding decisions. Review criteria for proposals include the following:

- Technical quality of the proposal;
- Adherence to the proposal guidelines and criteria;
- Justification of the proposed budget;
- Impact of the proposed travel on the PI's work.

**Reporting Requirements:** Investigators are required to submit a one page final report within a month of completing the travel. The report should summarize the outcomes of the travel and its impact on the PI's research/scholarship.

Where appropriate, publications resulting from travel-related projects should acknowledge the support from the DCP Travel Grant initiative.

**Constraints:**

- Successful PIs will be required to make a presentation as part of the DCP Research Seminar series or at the annual DCP Research Symposium.

**Questions** regarding this Request for Proposals should be directed to Ms. Kutonya Sowell (DCP Business Manager), Email: [ksowell@dcp.ufl.edu](mailto:ksowell@dcp.ufl.edu), Extn: 41414.