

**2013**  
**Call for Proposals:**  
**New Mexico EPSCoR**  
**Innovation Working Groups**



University of New Mexico  
1312 Basehart Dr. SE  
Albuquerque, NM 87106

Phone: 505-814-7500  
[www.nmepscor.org](http://www.nmepscor.org)

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## Overview and Deadlines

### Innovation Working Groups

New Mexico EPSCoR's RII 3 project "*Climate Change Impacts on New Mexico's Mountain Sources of Water*" is designed to enhance research competitiveness through investment in three strategic areas: (1) *Research Infrastructure*, (2) *Cyberinfrastructure*, and (3) *Human Infrastructure*. These investments will help establish NM as a laboratory for climate change research, and as a model for science-based public policy. The multi-disciplinary, multi-scale effort is envisioned to transform climate change science and policymaking by providing the tools required for quantitative, science-driven discussion of difficult water policy options facing the State in the 21st Century.

**Innovation Working Groups (IWGs)** provide a venue for engaging scientists and educators, along with key nationally and internationally recognized experts, to address the grand challenges that can transform science and education. This program supports week-long working group activities that are modeled after those hosted by the highly successful NSF-supported National Center for Ecological Analysis and Synthesis (NCEAS). Scientists from New Mexico, the EPSCoR Western Tri-State Consortium and national or international experts may be invited. Direct involvement in an EPSCoR Research Infrastructure Improvement (RII)-funded project is NOT a prerequisite for participation in this program. **A strategic final objective of the IWGs is the submission of proposals that target NSF cross-cutting programs and/or the publication of synthesis papers in peer reviewed journals.**

### What IWG Funds Will Support

IWG funds are designated for projects that are clearly related to the research and education scope of the current NM EPSCoR RII3 Track 1 program on climate change impacts and water resources as described in the original proposal. IWG support is aimed at working groups that emphasize the collaborative development and testing of important ideas and theories, cutting-edge analysis of recent or existing data and information, the use of sound science policy and management decisions, and investigation of social issues that pertain to climate change science.

An IWG typically will support 8-12 scientists or educators who work collaboratively for 3-5 days on their proposed challenging issues. IWG topics will be distributed among the climatological, hydrological, and socioeconomic sciences, as well as research topics related to education, communication and outreach, and diversity. At least one IWG each year will focus on education, diversity, and communication and outreach. Approximately 4 IWGs will be funded annually by New Mexico EPSCoR.

### Who Should Apply

- Any individual from a New Mexico academic institution or national laboratory may submit proposals; post-docs are encouraged to submit as a co-PI.
- IWGs are not intended to fund the collection of new data or field research.
- IWGs do not provide overhead or funds to be spent by the investigator at the investigator's home institution.

### Proposal Deadline

**Proposals are due March 15, 2013.** Proposals will be given a response by early April, 2013 and the IWG must be convened and completed by August 15, 2013.

## **Expectations for IWG Scientists**

**Funding Source Acknowledgement.** Acknowledgement of the funding sources is requested and should be formatted as: “This work was conducted as a part of an Innovation Working Group supported by the New Mexico EPSCoR Program, and funded by NSF (Grant # EPS- NM 08814449)”.

**Reporting and Evaluation.** The IWG lead investigator must write a summary report of the IWG efforts and outcomes within two weeks of convening the meeting. IWGs resulting from this solicitation must convene and complete reports to EPSCoR prior to August 31, 2013. In addition, it will be the responsibility of the lead investigator to ensure that NSF required data regarding IWG participants have been given to the NM EPSCoR State Office. Evaluation and assessment questionnaires will be requested of participants and should be returned before the IWG meeting ends.

**Tracking of Science Products.** NSF requires that EPSCoR track science products resulting from the IWGs. The IWG lead and all participating scientists will need to provide the state EPSCoR Office with proposal submissions related to the IWG topic, the result or success of proposals, and relevant publication citations.

## **Writing an IWG Proposal**

### Content:

- IWGs should focus on topics related to the research and education agenda of the NM EPSCoR RII 3 (Track 1 or 2) project.
- IWG activities should be question-driven and product oriented.
- Proposals are evaluated on the collaborative and synthetic nature of the ideas.
- Proposals addressing cross-cutting areas of science, or specific NSF cross-disciplinary programs are sought.
- Proposals should specify publication outcomes, especially journals targeted for special issues.
- IWGs should specify whether eventual proposal development is a goal, and state the specific grant or NSF program targeted. IWG funds cannot be used for proposal writing but can be used to generate ideas that will later be crafted into a competitive proposal.
- IWGs should consider how to share their experience and results through campus seminars, broadcast seminars, online materials at the State EPSCoR websites, public media and other approaches.

### Requesting more than one convening:

- Proposals should request only one IWG convening session. However, a successful IWG may request funds in another proposal solicitation to convene again for follow up or continued development on the topic.

### Participants:

- IWGs of 8 – 12 individuals working for 3 - 5 full days have been shown to be the most productive.
- IWGs should include a diverse array of participants and pay attention to gender balance and participation by underrepresented institutions or groups.
- At least two New Mexico institutions must be represented and participation from three or more NM Institutions is encouraged.
- One or more graduate students and/or post docs should be involved.

### Location:

- IWGs meeting off-campus are preferred
- Field stations and LTER sites are possible meeting locations and help keep budgets reasonable. (e.g., Sevilleta, Valles Caldera). Please discuss options with the State EPSCoR Project Director.

### Management

- IWGs should designate who will be responsible for: managing participant information, evaluation and assessment materials, and submission of the final report

## Guidelines for Proposals

### Formatting and Submission

Proposals should be submitted in digital format in MS Word or as a PDF file. They should be submitted as a single complete document with graphics embedded in the document.

Please submit the proposal document by email to:

Mary Jo Daniel, Associate Director, NM EPSCoR

[mjdaniel@unm.edu](mailto:mjdaniel@unm.edu)

505-814-7010

### Proposal Preparation

IWG proposals are relatively short but must include the information requested below. A maximum of 5 pages is allowed. Please include all of the information requested for the Project Description section below.

<b>I. Proposal Title Page</b>	1 p.	<ul style="list-style-type: none"> <li>• Proposal Title</li> <li>• Lead Investigator, Co-Investigator(s)</li> <li>• All affiliation and contact information for the above people</li> <li>• Date of Submission</li> </ul>
<b>II. Project Summary</b>	1 p.	<ul style="list-style-type: none"> <li>• Half-page summary statement</li> </ul>
<b>III. Project Description</b>	2 pgs.	<ul style="list-style-type: none"> <li>• Problem statement</li> <li>• Scientific questions/hypotheses addressed</li> <li>• Proposed IWG topic and activities</li> <li>• IWG convening dates and location</li> <li>• Name of individual participants, including institutional contacts and <i>whether confirmed</i></li> <li>• Name of person designated to collect participant demographics and evaluation and assessment questionnaires</li> <li>• Timetable of activities including pre-meeting coordination, tentative working group agenda, and post-meeting deliverables</li> <li>• Statement of anticipated outcomes and benefits</li> </ul>
<b>IV. Budget</b>	1 p.	<ul style="list-style-type: none"> <li>• Budget</li> </ul>

## Proposal Budget and Finance Information

IWG support includes reimbursement for actual travel and per diem (meal, lodging, and incidentals). Lodging and meal per-diems are reimbursed using GSA rates (<http://www.gsa.gov>). Meeting facility costs are also allowable. If a proposal is approved, the IWG leader is expected to remain within the proposed budget. The granted budget must be expended during the specific period of the proposal. IWGs do not support salary for participants. All international travelers must adhere to NSF travel guidelines. Budgets should not exceed the \$10,000 range.

The budget should include all of the information below. Please put the budget in a table (or Excel) format. Clearly state the grand total amount requested.

<b>I. Travel</b>	Domestic	Number of domestic participants Travel amount per domestic participant (airfare, mileage, ground transportation)
	International	Number of international participants Travel amount per international participant (airfare, mileage, ground transportation) <i>Total travel expenses</i>
	Lodging	Number of participants Lodging rate per night and number of nights <i>Total lodging expenses</i>
	Per Diem	Number of participants Full-day per diem rate and number of days Travel-day partial per diem rate and number of days <i>Total per diem expenses</i>
<b>III. Meeting Facility Expenses</b>		Meeting rooms, AV or computer equipment, etc. Beverages or snacks <i>Total meeting facility expenses</i>
<b>IV. Total</b>		<b>Total amount requested</b>

## Proposal Review

Proposals will be reviewed by members of the RII 3 Management Team and additional external reviewers. Proposals are reviewed for merit, novel approaches, and rationale related to the NM EPSCoR RII 3 research and education goals.

Review criteria include:

- **Topic aligned with NM EPSCoR Track 1 or Track 2 research and education agenda**
- **Question driven**
- **Product and outcome oriented**
- **Diversity of Institutions (minimum of two being represented)**
- **Significant participation by women and members of underrepresented groups**
- **Participation of graduate students and/or postdoctoral scholars**
- **Multi-and trans-disciplinary participation**
- **Intellectual merit and transformative nature of the project**