



## UC MEXUS Small Grants for UC Faculty

*\$1,500 Maximum for One Year • Monthly Competitions*

UC MEXUS announces a small grants competition for travel, short-term research, initial planning, or other special one-time needs related to the seed phase of projects or programs conducted by University of California researchers or research teams in the areas of

*Mexico-Related Studies—All Disciplines*

*Latino Studies*

*United States-Mexican Relations*

*Critical U.S.-Mexico Issues*

*Latino and Mexican Topics in the Arts*

*Collaborative Research Projects with Investigators at Mexican Institutions*

Seed funds are available to support beginning projects in the areas listed above; travel to develop collaborations or to present the results of UC MEXUS-supported research projects; visiting scholars from Mexican institutions; lectures and performances; public service programs; and other short-term needs for the initial development of projects. Requests are encouraged for funds to match awards from campus sources.

### *Eligibility*

Only University of California employees eligible under the UC policy for Principal Investigator status may submit proposals in response to this Call.<sup>1</sup> Postdoctoral researchers and students are not eligible for this competition but might want to consider the separate UC MEXUS Small Grants Program for UC Graduate Students and Postdoctoral Researchers. Only one proposal will be accepted from each Principal Investigator, and the same proposal may not be submitted to concurrent UC MEXUS grants competitions. Requests for continuations of previous grants will not be considered.

### *Conditions*

Prior to funding of new proposals, all Principal Investigators must complete previous awards in this program, and final financial and narrative reports must be filed and accepted by UC MEXUS. The project is expected to be completed within one year. UC MEXUS support of the project shall be acknowledged in proposals to extramural agencies and publications or conference materials that result, fully or partially, from the UC MEXUS grant. A copy of each proposal or publication must be provided to UC MEXUS. Brief narrative and financial reports may be required.

### *Budgets*

Awards of up to \$1,500 will be provided for a one-year period. Allowable expenses include:

- Domestic and international travel—including transportation, lodging, and meal expenses—for UC Principal Investigators, project participants, student assistance, or visiting scholars or artists. Travel to conferences is given lower priority and will be considered only when the request is related to reporting the results of previous UC MEXUS-funded research.
- Research supplies and services.

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<sup>1</sup> Consult the UCOP eligibility requirements on the UC MEXUS website under “Resources.”

Items that will not be funded include:

- Salary payments to the Principal Investigator or other academic salaries, except student assistance for activities directly related to the project (no student tuition or associated academic fees may be included).
- Research assistantships or teaching assistantships for department courses or seminars.
- Equipment purchases for items over \$1,000.
- Indirect costs or institutional overhead assessments.
- Reimbursement for activities that occur before the project period begins.

### *Submission of Proposals*

All proposals must include an original set of the following items:

- Cover Page with contact information, abstract, and signatures (the form is available at the end of this RFP)
- Project Plan (not to exceed three pages): provide a narrative statement explaining the request for funds, including proposed activities and a time-line.
- Detailed budget of planned expenditures.
- Short *curriculum vitae* of Principal Investigator.
- Letter(s) of intent and short *curriculum vitae*, in English or Spanish, from additional academic participants or visitors for whom funds are requested (e.g., visiting scholars or conference participants).
- For travel of the Principal Investigator to a meeting, include the organizer's invitation or acceptance of paper. Travel to conferences will be considered only when the request is related to reporting the results of previous UC MEXUS-funded research.
- For travel related to organizing and/or inviting participants to meetings, seminars, or courses, include a program and any promotional materials.
- Documentation of matching funds, if applicable.

Submit two hard copies (original plus a copy) of the proposal directly to:

UC MEXUS (Attn: Martha Ponce)  
3324 Olmsted Hall  
University of California  
Riverside, CA 92521

A signature from the P.I.'s campus Research or Contracts and Grants Office is required. A list of the offices serving each campus is available on the UC MEXUS website under "Resources." Please note that campus offices may require that proposals be submitted for internal review well before the UC MEXUS deadline.

## *Deadlines for Receipt of Proposals*

2018 Deadlines: **January 8, February 5, March 5, April 2, May 7, June 4, July 2, August 6, September 4, October 1, November 5, and December 3.**

The program is open to receipt of proposals at the beginning of each month. To be considered, proposals must be received not later than 5:00 p.m. **on the first Monday of every month** (with the exception of the delayed January 8 and September 4 deadlines) for project periods beginning the following month. For instance, proposals must be submitted by February 5, 2018, for grant project periods beginning March 1, 2018. Projects may not incur costs that will occur during the month review period prior to the start of the project period. It is recommended that applicants submit their proposals at least two months prior to the project activities to allow some leeway for administrative considerations.

Submission is by hard copy only. Late or incomplete proposals or electronic submissions will not be accepted. Proposals postmarked by the deadline but received later will not be accepted.

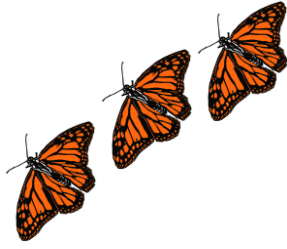
## *Review Process and Criteria*

Proposals will be reviewed by an internal committee and award decisions made by the director of UC MEXUS. UC MEXUS may request outside review. In addition to such standard review criteria as clarity, quality, and feasibility of the proposal, UC MEXUS will assign importance to the fit to the program and the Institute's goals, as well as the significance of the proposed project for society and for the advancement of scholarship in the discipline(s). Requests for support of visiting scientists and scholars from Mexican institutions are especially encouraged when the visitor will help to initiate or to enhance a collaborative research relationship between the University of California and a Mexican institution.

UC MEXUS provides no pre-review of proposals nor will reviewer comments be provided following the competition. Please note that the selection process is based on the proposed project's fit to UC MEXUS goals and, specifically, a thematic connection to Mexico, independent of the applicant's nationality.

## *For additional information contact*

Andrea Kaus, Ph.D.  
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University of California, Riverside, CA 92521  
(951) 827-3586, [andrea.kaus@ucr.edu](mailto:andrea.kaus@ucr.edu)  
website: [www.ucmexus.ucr.edu](http://www.ucmexus.ucr.edu)



# UC MEXUS 2018 Faculty Small Grant Application

PROJECT TITLE: \_\_\_\_\_

Principal Investigator: \_\_\_\_\_  
*First name* *Middle Initial* *Last name*

Payroll Title: \_\_\_\_\_

Department/Campus Address: \_\_\_\_\_

\_\_\_\_\_ e-mail \_\_\_\_\_ phone \_\_\_\_\_

Additional Academic Participants – Use additional sheets as needed. Provide names, titles, institutional affiliations, and email addresses; attach biography and letter of intent from each individual.

_____	_____
_____	_____
_____	_____
_____	_____

Amount Requested\* \$ \_\_\_\_\_

*\* refer to the "Budgets" section for the maximum award amounts allowed for this competition*

ABSTRACT OF PROPOSAL (please use only the space provided and at least 11-12 point font)

Attachments Required:

- Project Plan (not to exceed three pages): provide a narrative statement explaining the request for funds, including proposed activities and a time-line.
- Detailed budget of planned expenditures.
- Short curriculum vitae of Principal Investigator.
- Letter(s) of intent and short *curriculum vitae*, in English or Spanish, from additional academic participants or visitors for whom funds are requested.
- For travel of the Principal Investigator to a meeting, include the organizer’s invitation or acceptance of paper. Travel to conferences are given lower priority and will be considered only when the request is related to reporting the results of previous UC MEXUS-funded research.
- For travel related to organizing and/or inviting participants to meetings, seminars, or courses, include a program and any promotional materials.
- Documentation of matching funds, if applicable.

PRINCIPAL INVESTIGATOR'S STATEMENT

I understand and agree that if UC MEXUS funds are awarded to this project, they are intended for the purposes described in the project proposal; that any proposal for extramural funding or publication resulting from activities funded by UC MEXUS will acknowledge UC MEXUS support of the project; and that copies of such proposals and/or publications will be provided to UC MEXUS. Final reports and accountings of expenditures will be submitted as required by UC MEXUS, and unused funds will be refunded to UC MEXUS.

\_\_\_\_\_

*Date* *Signature of Principal Investigator*

CONTRACTS AND GRANTS/SPONSORED PROJECTS/RESEARCH OFFICE APPROVAL

\_\_\_\_\_

*Date* *Signature of Campus Official*

\_\_\_\_\_

*Name* *Title*

**Submit two hard copies (original plus a copy) to:  
UC MEXUS (Attn: Martha Ponce), 3324 Olmsted Hall, University of California, Riverside, CA 92521**

**—2018 DEADLINES—**

**5:00 p.m.: January 8, February 5, March 5, April 2, May 7, June 4, July 2, August 6, September 4, October 1, November 5, and December 3. Project periods begin on the first of the following month, but applicants are encouraged to apply at least two months before the proposed project activities.**

*Late or incomplete proposals or electronic submissions will not be accepted.  
Proposals postmarked by the deadline but received later will not be accepted.*