**BOARD OF REGENTS SUPPORT FUND**

**Research Competitiveness Subprogram (RCS)**

**RCS One-Year Track**

Please feel free to use this narrative template as a guide for responding to the Board of Regents RFP for RCS One-Year Funding. However, as it only addresses the narrative portion of the submission, this template should not be used as a substitution for reading and responding to the RFP in full. Complete BoR RFPs can be found [here](https://web.laregents.org/downloads_page/rfps-policies-forms/).

**GENERAL**

5-page narrative limit

2-page bibliography limit (does not count toward narrative page limit)

All margins are 1-inch

Single-spaced

Type size of 12 point or greater

Pages must be numbered

* Be succinct and avoid repetition

**NARRATIVE AND BIBLIOGRAPHY**

The narrative should conform to the following outline, including all major sections and subsections. If an item does not apply to a project, the appropriate heading must be included followed by “Does not apply.”

**Rationale of the Project**

* Describe the significance of the project relative to research in its general field.
* Provide a statement of work listing:
  + Major research tasks to be carried out
  + Timeline for accomplishing the tasks
  + Expected outcomes
* (For tenure track faculty) Explain how the project will help the investigator sharpen his/her research focus and/or develop cutting edge techniques that can enable the investigator to become more competitive in obtaining federal funding.
* (For tenured faculty) Explain how the project will help the investigator develop innovative or novel concepts and pursue new areas of research that require a shift in the current research focus to become more competitive for federal funding.
* Describe the potential for the project to secure federal funding, e.g. planned proposal submissions that could result from the work.

**Research Plan**

* Briefly summarize the proposed work’s:
  + expected significance
  + methods
  + limitations
  + relationship of the study to the present state of knowledge in the field and to comparable work in progress elsewhere
* Provide a schedule of proposed activities within the one-year grant period, with benchmarks indicated throughout the proposed grant period.
* Provide performance measures. Indicate how the Board of Regents or other entity will determine whether your project has been a success and the degree to which it has achieved its goals.
* Include plans for publications and a description of how the level of competitive research achieved during the period of the Board's grant would be maintained after financing from the Support Fund ends.

**Involvement and Qualifications of Investigators, Other Faculty, and Students**

* Indicate qualifications of investigators to undertake the proposed research.
* A brief statement should be included that describes
* the responsibilities of each person involved,
* the amount of time/effort each person will devote to the project,
* whether release time will be given and, if so, the amount, type, and duration of release time.
* Identify the role of, and salary request for, any senior personnel.
* A description of any supportive and/or interdisciplinary expertise needed to enhance the potential success of the research, including joint research activities with other researchers or research groups at the same or other institutions, must be included.
* If funds for assistantships, postdoctoral appointments, visiting faculty, etc., are requested, their roles in accomplishing objectives of the program must be clearly identified.

**Institutional Capabilities and Commitment**

* Institutional capabilities and commitment with respect to the proposed research must be described, including available facilities and major items of equipment especially adapted or suited to the proposed research.

**Bibliography**

* Shall not exceed two (2) pages. Not counted as part of narrative page limit.

**SCORING INFORMATION**

\*\* Refer to full RFP for scoring criteria provided in Appendix B for both tenured and tenure-track applicants. Points will be awarded based upon the quality and specificity of each area. \*\*