

**University of Wisconsin-Green Bay  
Research Booster Program  
Frequently Asked Questions**

**What is the goal of the Research Booster Program?**

The Research Booster initiative hopes to: 1) demonstrate institutional support for scholarship on the UWGB-Green Bay and its affiliated campuses; 2) encourage faculty across all colleges to pursue their scholarship by defraying some of the costs; 3) kickstart research agendas that may have been negatively impacted by the pandemic; and 4) inspire creativity, foster research collaboration, and enable work with undergraduates.

**If I write a pre-proposal am I guaranteed to be invited to submit a full proposal?**

The Research Booster program is designed to support as many faculty research projects as possible. The pre-proposal process is designed to determine an approximate number of full applications that will be received. While it is envisioned that many of those submitting pre-proposals will be invited to submit full proposals, there are no guarantees that everyone submitting a pre-proposal will be invited to submit a full proposal.

**What are the criteria for the preproposal?**

- The degree to which the proposal addresses all requirements of the application
- The perceived quality of the project, clear objective, and context
- The tangible cost and time frame

**Do I have to be a tenure-track faculty member to apply for the Research Booster program?**

No. The program is open to all UW-Green Bay full-time faculty and instructional academic staff (any campus).

**Does this have to be a new project?**

No. Recipients will be expected to work on a significant research project in their field that generates a tangible outcome. Recipients may develop a new project or complete a distinct stage of a larger ongoing project.

**If my pre-proposal includes working collaboratively with other colleagues will it be more competitive?**

All pre-proposals will be reviewed based on the criteria listed above and there will not be strategic advantages other than addressing the criteria.

**Does my budget have to be more than \$3,000 or less than \$6,000 to be competitive?**

While there has been no set minimum or maximum limit on the budget, it is envisioned that awards likely would not exceed \$10,000 and that average awards will likely be in the \$3,000-\$6,000 range. Applicants should propose budgets that will allow them to successfully complete project objectives whether that be a few hundred dollars or may exceed budget caps. The review committee does reserve the right to award amounts less than the requested budget total.

**Can I apply for summer salary?**

No. Funds under this program cannot be used for a stipend for faculty.

**Can I apply for a Graduate Research Assistant to assist with my research?**

No. Funds under this program cannot be used to support Graduate Assistant employment.

**Can I apply for an Undergraduate Research Assistant to assist with my research?**

Yes. Funds under this program can be used to support undergraduate workers associated with the project.

**Do you have to have an undergraduate involved in this research to be competitive for a Research Booster award?**

No. The Research Booster program is designed to support all kinds of research across campus and across all locations. While some research may include student researchers, it certainly does not have to do so.

**There is a rumor that only research happening in labs will be competitive for funding. Is that true?**

Absolutely not. Again, the Research Booster program is designed to support all kinds of research across campus and across all locations.

**I want to include a student for research support on my project. Are there rules about how they can be compensated?**

Undergraduate research assistants should be budgeted at an hourly rate and should include an additional 4% for fringe benefits.

**My proposal involves international travel in summer 2022. Will that be okay?**

There should be no issues with an application involving international travel. That said, we will have to continue to follow CDC and institutional guidance regarding international travel.

**Do I have to include plans for publication or other product as a requirement for funding?**

The Research Booster Program is designed to support new initiatives in faculty scholarship and research and to help kickstart research agendas that may have been negatively impacted by the pandemic. We understand that research and output may look different in each discipline, but also that this may be the beginning or middle of a larger project where publication/exhibition/etc. might not yet be solidified. We encourage proposals from all stages of research. This question will also be addressed more fully in the call for full proposals.

**What is the process once someone is invited to submit a full proposal?**

Those submitting pre-proposals will be notified no later than December 15th, 2021 about their application status. Guidelines and evaluation criteria for full proposals will be included in the notification for those selected for the full proposal stage. Final proposals will be due February 14, 2022. Notification of awards will happen around March 1, 2022.

**Once funded, when can I start spending funds and how long will the award last?**

Spending will be able to happen once notification of an award is received. Funds will need to be spent no later than June 30, 2023. Full spending guidelines will be provided in award letters.

**Where do I submit my pre-proposal?**

Pre-proposals for the Research Booster Program are due 11:59 p.m. Dec, 1, 2021 via electronic submission to [rcgrants@uwgb.edu](mailto:rcgrants@uwgb.edu) (PDF format only)