SyracuseCoE Faculty Fellows Program
2024 Funding Opportunity Announcement

Overview: SyracuseCoE, a designated New York State Center of Excellence in Environmental and Energy Systems operated under the leadership of the Syracuse University Office of Research, invites applications for research and technology seed funding through its Faculty Fellows Program. Proposals are invited from faculty researchers for innovative research and development efforts in SyracuseCoE's focus areas: healthy and efficient buildings, clean energy, and resilient, low carbon communities. This 2024 Faculty Fellows program is intended to catalyze new, externally sponsored research at Syracuse University and its partner organizations to contribute to economic and workforce development of New York State businesses. Up to $15,000 per award is available for projects without industry collaboration. Up to $25,000 per award is available for projects that engage a New York State company seeking technology, intellectual property, or technoeconomic expertise. SyracuseCoE intends to make multiple awards under the announcement.

Proposals should address how the use of the Faculty Fellow seed funding could lead to a significant "next step" in research and technology development, strengthen New York industry engagement, increase the potential for externally sponsored research, and help establish SyracuseCoE and its Partner institutions as thought leaders in the targeted areas. Proposals viewed as incremental to well-established projects will not be considered. Proposals emphasizing use-inspired research that have the potential to lead to new and useful methods and procedures, software and hardware platforms, and licensable patents are especially encouraged.

Eligibility: The 2024 Faculty Fellows Program is open to faculty members who hold full-time appointments at SyracuseCoE Academic Partner institutions: Syracuse University, SUNY-ESF, SUNY Upstate Medical University, and SUNY Oswego. Individuals who hold appointments as tenured, tenure-track, and non-tenure-track faculty are eligible to apply. SyracuseCoE welcomes proposals that engage multiple faculty members, *including cross-campus teams from multiple departments, colleges, and/or institutions*. Teams are strongly encouraged, though not required, to include current or future SyracuseCoE industrial or community partners (refer to https://centerofexcellence.syracuse.edu/who-we-are/partners/ for list of current SyracuseCoE Partners. Future partners are those who expressed the interest to join SyracuseCoE Partner Program). However, funds may be disbursed only to academic institutions. An individual faculty member may serve as the Principal Investigator (PI) for only one proposal; however, any individual may serve as a Co-PI on multiple proposals. Multi-investigator teams are considered to be those with more than one eligible faculty member. Multi-investigator projects should clearly explain the role of each team member and the value to a team approach for the proposed project.

Budget: Up to $15,000 per award for faculty proposals; up to $25,000 per award for proposed projects engaging a NYS company. SyracuseCoE intends to award approximately $125,000 in this round. Funding will be available starting June 16, and projects may take up to 12 months to complete.

Amounts available for individual awards will depend on how many proposals are funded. As such, proposals that request lower levels of funding are encouraged. Proposals may be awarded contingent on budget modifications, as needed.

Funds may be used for:

- Expenses associated with research, development, demonstration and/or deployment projects, including (but not limited to) use of laboratories and equipment, research equipment and supplies, and student employment;
- Seminars or events conducted at SyracuseCoE to further research and collaboration between the fellow and academic and/or industry researchers;
- Travel for scholarly purposes and/or SyracuseCoE business.

Funding from this program comes from an award from Empire State Development Division of Science, Technology & Innovation (ESD/NYSTAR). All expenditures are subject to the terms of this award. Funding restrictions include:

- Funds cannot be provided to any for-profit project partners, aside from providing for general allowable operating needs such as equipment and supply purchases, travel, etc.
- Funds cannot be used for rent or capital construction; rehabilitation, renovation, or upgrading of existing space or infrastructure; or for telecommunications or utility costs.
- Travel reimbursement is restricted to posted federal per diems (https://www.gsa.gov/travel/plan-book/per-diem-rates). Any expenses above per diem rates will be the responsibility of the traveler's department. Uses of funding for out-of-state travel must be approved in advance.
- If any funding is used for salaries of students or staff, the budget must include fringe benefits at the appropriate rate, plus F&A costs at 15% (applied only to salaries and fringe benefits). See budget template.
- For Syracuse University projects, funding will be administered by SyracuseCoE, and departments will be given a chartstring to be used in accordance with the proposed budget.

Cost share: While matching funds are not required, project collaborators are encouraged to leverage other institutional and/or external resources as cash or in-kind cost share for the proposed project.

SyracuseCoE Facilities: Use of SyracuseCoE shared facilities or engagement of SyracuseCoE personnel is encouraged, but not required. These facilities include the Willis H. Carrier Total Indoor Environmental Quality Lab (TIEQ), the Built Environment Science and Technology Lab (BEST), the Building Enclosure System Test Lab, Cold Climate Heat Pump Test Lab, the SyracuseCoE Green Roof and accompanying Green Infrastructure, the Rooftop Research Platform, Urban Ecosystem Observatory Tower, the Intermodal Transportation Center, Collaborative Project Space, and the whole-building testbed. Time and materials costs to use these facilities should be included in your budget. Please contact Tong Lin, tlin11@syr.edu, with questions about using these facilities.

Application Process: Applications must be completed and submitted electronically at the Syracuse University Application Portal. Applications are due by **11:59 pm on Friday, May 31, 2024**. It is anticipated that announcement of awards will be made in June 2024.

Conflicts of interest: Faculty who are applying to this program should have completed an annual Financial Conflicts of Interest (FCOI) questionnaire with their university and have disclosed any financial interests with companies which are included in the proposal. Syracuse University's policy may be found at Financial Conflict of Interest.

Proposal Format: Single-spaced 8.5" x 11" pages with 1" margins on all sides. Minimum font size 11 points or larger, with a font face of Arial, Calibri, Times New Roman, or Computer Modern. Other font faces and sizes may be used for mathematical formulas or equations, figures, tables or diagram captions.

I. Proposal Narrative – 5-page limit (plus one page for references) with the following sections:

    a. *Goal and specific objectives*
    b. *Background and state of the art* in the field of research
    c. *Research scope and workplan (including an overview diagram for the proposed project)*
    d. *Advancement of the mission* of SyracuseCoE and contribution to the applicable topic area of interest
    e. *Impact of SyracuseCoE funding on the proposed effort*, including impact on economic development, local entities, and New York State businesses
    f. *Roles, responsibilities, and relevant expertise* of the PI and co-investigators (if applicable)
    g. *Multidisciplinary/collaborative approach* (if applicable)
    h. *Planned project output* (publications, grant applications, intellectual property, proofs of concept, license agreements, patents, etc.)
    i. *Deliverables (*including a final research report summarizing the methods, results and findings, as well as a title and abstract for a proposed presentation at the SyracuseCoE Research and Technology Forum series)
    j. *References* (an additional page is allotted for references and is not included in the 5-page narrative limit)

II. Budget Justification – Provide a short narrative explaining how funding will be used.

III. Budget – Provide full budget using the Excel budget template provided.

IV. Required Appendix – 3-page maximum:

    a. Follow-On Funding Plan: Describe how this seed funding will position the research for future funding opportunities. Provide details of target opportunities (federal, state, foundation, industry) that will be pursued using the results of this proposed work.
    b. Past Performance on SyracuseCoE Funding: If any senior project personnel have had previous funding from SyracuseCoE for a research project in the past 3 years (including Faculty Fellows Program), please provide a summary of the accomplishments of that project. Include any papers, proposals, patents, and additional research products that resulted from the prior award(s).

V. Curriculum vitae – 3-page maximum for each senior investigator. CVs should include:

    • Brief summary of investigator's qualifications for proposed project
    • Education history (degrees) and relevant employment history
    • Relevant honors and awards (limit to five)
    • Relevant products, including: peer-reviewed publications, books, book chapters, or other outputs
    • Current and pending sponsored funding

VI. Letter of support from collaborating New York State company, if applicable

Selection Criteria: The review process may leverage SyracuseCoE stakeholders, including academic and industry collaborators. Final decisions on projects to be funded will be made by SyracuseCoE's Executive Director considering:

- Quality and novelty of the proposed research;
- Responsive to SyracuseCoE focus areas;
- Potential impact of the proposed work on establishing your university and SyracuseCoE as leaders in the applicable topic area;
- Potential to leverage limited seed funding to maximum impact, contribute to future opportunities (including future funding from federal agencies or commercial sources), and provide opportunities for technology commercialization (e.g., potential to generate licensable patents, novel algorithms, new and useful methods and procedures, and software or hardware platforms);
- Demonstrated expertise and productivity of the investigator(s); and
- Evidence of collaboration with New York State companies.

Reporting Requirements: Faculty must fulfill the following reporting requirements:

- A final project output form due on or before June 15, 2025.
- A final research report summarizing the methods, results and findings from the project, and a title and abstract for a proposed presentation at the SyracuseCoE Research & Technology Forum series.
- Brief project updates and outcomes will be requested semi-annually, due on January 15 and July 15 for up to 5 years after the end of the project. The brief project updates and outcomes will be collected through a web-based form They should take no more than 30 minutes to complete for each project.

Responsibilities of Faculty Fellows: Faculty Fellows will be asked to participate in two or more of the following activities within the three-year term:
- Participate in the development of one or more sponsored funding proposals involving SyracuseCoE.
- Contribute to the programming and attendance of the SyracuseCoE Symposium and other events such as monthly R&T Forums.
- Assist the SyracuseCoE Industry Collaboration mission by accepting meetings with SyracuseCoE industry Partners on matters appropriate to the faculty member's expertise and interests.
- Convene academic and industry researchers in meetings that encourage future collaboration. Such meetings may occur at seminars, the Symposium, or other ways which the Fellow finds effective.

Upon selection to receive funding, SyracuseCoE will ask faculty members to agree to the following conditions:
- Include the designation "SyracuseCoE Faculty Fellow" on their CV, web site, email signature, papers, etc., as appropriate.
- Acknowledge SyracuseCoE funding in any publications resulting from the work.
- Engage with faculty across the University as well as researchers from the affiliated Industry Partners on topics advanced by SyracuseCoE.
- Provide information for profile on SyracuseCoE web site and newsletters.
- Assist with expanding the reach of SyracuseCoE by introducing SyracuseCoE researchers and staff members to academic colleagues working in related areas.
- Connect work supported by the Fellow award to commercialization of one or more technologies or services.

- Permit SyracuseCoE to count the Faculty Fellow's sponsored funding proposals and awards related to the Faculty Fellow award as contributing to the aggregate pipeline of SyracuseCoE scholarship.

Faculty Fellows have the ability to engage SyracuseCoE staff to access shared resources including:
- Assistance from SyracuseCoE staff on proposal development (as time is available).
- Ability to use SyracuseCoE facilities and meeting rooms as available.