

ADVANCED ENERGY INSTITUTE ENERGY BOOST SEED GRANT PROGRAM

2024

- **APPLICATION DEADLINE: 4:30 pm, Friday, Feb 23, 2024**
- **PROJECT START DATE:** July 1, 2024 (unless otherwise specified¹).

Overview:

1. Proposals from all disciplines are welcome, but the effort proposed must focus on problems associated with energy. **For proposals submitted in 2024, for the 2025 FY, projects related to agrivoltaics and the possible development of an agrivoltaics RD&D facility at SIU's Carterville campus are especially welcome.**
2. Eligibility: The primary Principal Investigator (PI) must be a full-time SIU faculty member on continuing appointment.
3. All proposals must identify a PI who will be responsible for overall management of the proposed effort. Additional faculty and/or staff may serve as co-investigators as appropriate. Priority will be given to proposals led by early career investigators, but investigators of any rank are welcome to apply. Co-Investigators can be at other institutions. At least half of funds awarded must be expended at SIU. Utilization of graduate and undergraduate student assistants are strongly encouraged.
4. Only one proposal can be submitted per faculty researcher. Consecutive year applications by the same researcher will not be allowed.
5. Interdisciplinary proposals are encouraged.
6. Successful proposals may be awarded up to \$50,000, in two tranches:
 - a. \$25,000 for preliminary investigations
 - b. \$25,000 to be available as matching funds to be applied to a proposal submitted to an external funding agency

Expectations:

1. AEI seed grants may support pilot studies, generate supporting data, or provide background information, but are ultimately not intended to be an end in themselves. Awardees are expected to submit a proposal related to their grant topic to an external funding source/agency no more than twelve months after the award period begins. **Seed grant proposals should clearly identify potential external funding agencies and/or programs that might provide continued support for the proposed line of**

¹ Requires written justification and prior approval from the Director of AEI

investigation after completion of the grant. Examples include NSF, NIH, NEA, NEH, USDA, DOD, DOE, etc.

2. Initial budget requests for seed grant funds should not exceed \$25,000. For successful proposals, a further \$25,000 will be encumbered to be used as matching funds available for association with a proposal submitted to an external funding agency within 12 months of the end of the seed grant period.
3. Proposals may request materials and supplies, contractual services (with justification), graduate assistantships, and student worker wages. Seed grant funds may not be used for faculty or regular staff salary, including summer salary, or consulting fees².
4. Project duration should not exceed twelve months. Extensions are not allowed.
5. All projects are required to submit brief quarterly reports so that AEI can track project progress.
6. All seed grant recipients are expected to submit a final report no more than three months after completion of the project. See additional information below.
7. All grant recipients are expected to provide periodic updates of outcomes stemming from their seed grant for up to 5 years after completion of their seed grant. These include proposal submissions, papers published, students graduated and similar information. This information will be solicited in the form of a brief survey, distributed by AEI, which recipients are expected to complete and return in a timely manner. (This information is used for reporting purposes related to the master grant from which seed grants are awarded.)

Application Process:

1. Complete the application cover sheet, an abbreviated (2 Page) CV and attach to proposal. Follow NSF and DOE proposal format for the CV, to include only the most recent/most relevant publications.
2. Prepare a budget using the [AEI Energy Boost Seed Grant Proposal Budget Template](#) and attach to the proposal. Follow [OSPA budgetary guidelines](#).
3. Meet all compliance requirements. Applications that do not meet ALL the criteria and requirements as set forth below in the GENERAL GUIDELINES will be returned without review.
4. Peer-review will occur early in 2024.
5. Awards will be announced April 2024.

² This applies to the initial tranche of \$25,000 only. Matching funds up to \$25,000 may be budgeted in any way acceptable to the funding agency to which the seed grant recipients apply.

GENERAL GUIDELINES PROPOSAL PREPARATION

**A PDF copy of the proposal must be received
by 4:30 pm, Friday, Feb 23, 2024.**

The PDF proposal **must** include verified digital signatures, no handwritten signatures. When completed, send the final proposal to the Advanced Energy Institute (AEI) at energy@siu.edu.

The format below is required for the preparation of proposals:

1. Proposals should be prepared in a professional manner using Calibri, Arial or Times Roman font, not less than 11 Point.
2. Completed cover page, using the template provided, with all required **digital** signatures.
3. Table of contents, with page numbers.
4. Abstract: 300 words maximum:

A clearly written, succinct description of the goals, methods, and anticipated outcomes of the proposed project, written in a style understandable to non-experts. *Remember, an abstract is a summary of essential ideas drawn from a larger text, it is not an introduction to that text.*

5. Proposal narrative, maximum of 10 pages, single-spaced, including the following sections:
 - a. Introduction
 - b. Intellectual merit and broader impacts (see [NSF guidelines](#))
 - c. Proposed research and methods
 - d. Expected results and plan for proposal submission
 - e. Timeline
 - f. Data management plan, or plan for publication or other dissemination
6. References cited
7. Budget and budget justification
8. Appendices and supporting information as necessary, including for example:
 - a. Facilities and equipment available
 - b. Letters of support