



## FAQs about the Environmental Venture Projects Application Process

***Q: What is the deadline for submitting a letter of intent online?***

**A:** The deadline is 5:00 pm PST, January 11, 2016. The research selection committee will meet in early February to review LOI submissions. PIs with LOIs deemed most competitive will be invited to submit a full proposal in mid-February. The deadline for full proposals is 5:00 pm PST, April 4, 2016. The research selection committee will announce awards by late June 2016.

***Q: What is the budget limit?***

**A:** Budgets up to \$200,000 maximum over a two year project (approximately \$100,000 per year) will be considered.

***Q: Can the project support faculty salary?***

**A:** A general guideline of up to 20 percent to support Stanford faculty salary is allowed. This applies to each team member. It is important to show that the funds will be distributed across the collaborative team rather than supporting an individual effort.

***Q: Can the project provide support for students and postdoctoral scholars, including salary, tuition and benefits?***

**A:** Yes. Budgets can support undergraduate and graduate students, as well as postdoctoral scholar salary, tuition and benefits. Apportionment of personnel and salaries should be clearly projected in the budget, and each participant's role and responsibility identified in the budget justification. Undergraduate students should be entered in the 'Part Time Staff' field of the budget form.

***Q: Can the project provide support for non-Stanford personnel?***

**A:** No, we do not support salary for outside collaborators. However, professional services can be budgeted for appropriately (such as translation or laboratory analysis facilities), for service or expertise that is not easily deployable from Stanford. Professional services are differentiated from subawards, which contribute to the research of the project. See: [Subaward definition and classification](#)

In all cases, a strong case for their involvement and a clear scope of work must be provided. Each situation will be evaluated on a case by case basis by the Selection Committee and the Stanford Woods Institute.

***Q: What is the project funding cycle?***

**A:** The funding cycle is typically October 1 through September 30. However, a request can be made for early funding.

***Q: What resources are available to develop an interdisciplinary team?***

**A:** The Woods Institute website has a database to search for faculty with expertise in various disciplines: <http://woods.stanford.edu/about/woods-faculty-researchers>. You may also contact the co-chair Jenna Davis at [jennadavis@stanford.edu](mailto:jennadavis@stanford.edu) or the Program Manager Brian Sharbono at [sharbono@stanford.edu](mailto:sharbono@stanford.edu) for additional information and assistance.

***Q: Does the interdisciplinary team have to include co-PIs from different schools on campus?***

**A:** No, but the PIs must be from at least two different disciplines. Including faculty participation from different schools would strengthen the proposal.

***Q: Can junior faculty, lecturers and non-tenure-track faculty submit letters of intent?***

**A:** Yes. Junior faculty are strongly encouraged to apply. All PIs (Lead and Co-) must be a member of the Academic Council or MCL within the School of Medicine. Please check Research Policy Handbook 2.1 and for more information on Stanford Principal Investigator eligibility policy.

***Q: Are there other eligibility requirements?***

**A:** Yes. Reports for any active EVP projects involving a PI or Co-PI must be current in order for the LOI to be eligible. A researcher who is the Lead PI for a currently funded Woods EVP grant is eligible to participate in new grants as a Co-PI, but not as a Lead PI.

***Q: Can non-Stanford faculty be team members?***

**A:** Yes. However, they are not eligible to receive compensation.

***Q: Can the same faculty be a Lead PI on more than one submission?***

**A:** No. Faculty cannot be designated as a Lead PI on more than one submitted project per funding cycle. Also, the Lead PI role should remain constant during the entire LOI and full proposal submission process.

***Q: What is the make-up of the Research Selection Committee?***

**A:** The Research Selection Committee is comprised of 12 or more members, with the representative drawn from all of Stanford's schools and departments. The term of service for the Research Selection Committee is 3 years.