Emory University and Tel Aviv University
Collaborative Research Grants – 2022-23
Guidelines for Applicants

Purpose
This **Collaborative Research Grant** program fosters the broadening of international research and engagement between **Emory University's Halle Institute for Global Research and Tel Aviv University**. Applicants from all schools and disciplines are encouraged to submit funding applications for innovative and sustainable programs built around research linking faculty at Tel Aviv University and Emory University. The research may take place in any country or region as long as it is done collaboratively. The expectation is that these initial projects will lead to long-term research collaborations, institutional and research relations, and when applicable, generate publications, exhibitions, and/or external funding. Applications that include students are encouraged but not required.

In 2022-23 up to two applications will be funded (each with two principal investigators: one from Tel Aviv University and one from Emory University). Each application will receive the equivalent of up to USD10,000 from their own institution, for a total of up to USD20,000. These funds must be used for research (broadly defined) and must follow the budget guidelines below.

Application Eligibility
Principal investigators on a project must be regular, full-time faculty at Emory University and Tel Aviv University respectively. Questions about eligibility should be directed to the respective institution. Past Emory awardees may apply for Halle Institute funding no sooner than two years from the end date of their previous Halle Institute Collaborative Research Grant project. The due date for the 2022-23 applications is **September 20, 2022**.

Guidelines for budgets that include provision for travel and related expenses

The budget for each project should not exceed USD20,000 or its equivalent in NIS. The maximum allowable expenses for airfares, accommodation and meals/per diems should correspond to the guidelines of Tel Aviv University and Emory University. No more than 20% of the budget may be used (with justification as per below) for research support other than expenses related to mobility. Any activities not addressed below are subject to the rules and regulations of Tel Aviv University and Emory University.

Allowable expenses:
- travel expenses (e.g., airfare, train, etc.)
- accommodation
- per diems for faculty or full-time enrolled students;
- *no more than 10% of the total award for hosting a seminar, conference or workshop*
- *no more than 10% of the total award for consumables (including publication/printing costs) and/or hourly wages for full-time enrolled Emory students*
- For Tel Aviv University only - scholarships for students (tuition support purposes)

Non-allowable expenses:
- salaries or salary supplementation
- course fees for international students
- computers, including laptops, (excluding access to high-performance computers or other specialised applications that are justified within the project proposal) and basic computing facilities such as printers, word processing and other standard software
- For Emory University only - scholarships for students (tuition support purposes)

Duration and Funding Limits
Project timelines should be clearly outlined and may not exceed 24 months from the receipt of funding. The maximum amount that applicants can apply for one project is up to USD20,000 (up to USD10,000 from Tel Aviv University and USD10,000 from Emory University).

Application Submission
Each proposal must include the following items in the order listed below as **ONE** single pdf. Proposals will be peer-reviewed by scholars from multiple disciplines and must be written for such an audience. The same proposal and budget for each application must be sent to Emory University and Tel Aviv University:
1. Names, titles, departments and emails of Emory University and Tel Aviv University PI's
2. Layperson abstract of the proposed project (up to 250 words)
3. Names of other Emory University researchers involved, including name, title, department, role in project
4. Names of other Tel Aviv University researchers involved, including name, title, department, role in project

5. Narrative description of the proposed project for a multi-school, multi-disciplinary audience using the following sub-headings (three-page limit, 12-pt. font, single spaced)
    a. Project Objectives
    b. Background and previous work as appropriate
    c. Research approach and methods
    d. Explanation of how you will evaluate the success of your project
    e. Anticipated schedule for completion
6. Brief description of how project will address the following criteria using the following subheadings (see "Assessment" below):
    a. Academic quality and impact (maximum 100 words)
    b. Innovation (maximum 100 words)
    c. Outcomes and sustainability (maximum 100 words)
    d. Collaboration (maximum 100 words)
7. Budget and budget justification, explaining in detail all anticipated expenditures
    a. Description of other funds secured or applied for overlapping projects
8. Brief letter from the Department Chair at each institution endorsing the application
9. Curriculum vitae: 2-page maximum, current, for each PI
10. Curriculum vitae: 1-page maximum, current, for additional team members
11. For Emory University faculty only, please indicate if Halle Institute funding has been received in the past and if so, provide the name and date of the award and indicate whether an end-of-project report was submitted.

Applicants should begin preparing their applications well ahead of the closing date to provide time for an endorsement letter from each PI's respective Department Chair. Completed applications should be submitted via email to halle.global@emory.edu for Emory University applicants and miratr@tauex.tau.ac.il here for Tel Aviv University applicants.

Applications will be evaluated by multi-disciplinary, multi-school faculty selection committees at Emory University and at Tel Aviv University Final selections will be reviewed by the Director of the Halle Institute for Global Research and the Vice President of Tel Aviv University.

Applicants will be advised of the outcome of their application by December 2022.

Ranking Criteria & Scoring
The selection committee will assess, comment on and evaluate each application, based on the criteria below. Applicants must outline the aims, methods and expected outcomes of their project and should ensure that they address all criteria.

The Review Committee will evaluate each application on the following criteria:

- *Academic quality and impact*: the academic quality of the proposed work, the likelihood of it gaining wide recognition and/or having a high impact when completed, the ability to cut across disciplines, and/or if appropriate, the inclusion of students.
- *Innovation***:** the extent to which the project will contribute to novel thinking and creative outcomes.
- *Outcomes and Sustainability***:** the likelihood that the project will lead to long-term research relationships and generate on-going collaboration. Expected outcomes may include among other possibilities: publications, grant proposals, clinical interventions, technological innovations, enhanced networks and/or research-based seminar/conference/workshops.
- *Collaboration:* how the research partnership is anticipated to continue after the CRG funding ends and/or how the research will be shared with broader academic communities at each institution.

Results
Successful applicants will receive a letter of confirmation from their home institution and will receive an Acceptance of Award letter that will need to be signed and returned by the due date to the respective program coordinator at the Halle Institute for Global Research at Emory and Tel Aviv University.

Payment
Successful applicants will be awarded up to USD10,000 (or equivalent NIS) by their own institution for a total of up to USD20,000 per project. Awardees will be responsible for managing the project funds, reporting on expenditures, and for facilitating the sharing of funds with their partner principal investigator where required. Emory University awardees must provide a speed type for the transfer of internal funds. Upon submitting complete award agreement documents, awardees will receive the funds within one month. It is the responsibility of the applicant to liaise directly with their finance department regarding the receipt of funds.

Change of Investigator
If circumstances change – for example, the principal investigator or a team member leaves the project – awardees must provide notification with an explanation to the Halle Institute at Emory University and to Tel Aviv University. All changes must be approved in writing.

Extensions
Under exceptional circumstances, no-cost extensions may be approved for a maximum period of 6 months. Awardees seeking an extension must submit a formal written request no later than 30 days before the project end date, along with a revised budget and timeline of activities to the program coordinator for approval. All extensions must be approved in writing.

Publications

Any publications (e.g., abstracts, articles) or dissemination (e.g., public presentations) arising from activities supported by the grant should acknowledge financial assistance received from the Halle Institute for Global Research and Tel Aviv University and copies of publications or presentations or notification of presentations should be submitted to both institutions. The name for the said acknowledgment is "Collaborative Research Grant funding provided by the Halle Institute for Global Research at Emory University and Tel Aviv University."

Forfeiture of grants
Grants not spent by the end date will be transferred back either to Tel Aviv University or to Emory University as applicable so that unspent balances can be re-allocated.

Financial and Reporting Obligations
Recipients will be required to submit a final report within three months of completion of the project. The report should include an outline of the outcomes of the project, an indication of the project's sustainability, a summary of lessons learned in undertaking the project and a detailed accounting of funds as required by University policy. Emory awardees who fail to submit a final report will not be permitted to apply for future Halle Institute support. Awardees may apply for funding no sooner than two years from the end date of the 2022-23 project.

Complete applications must be received by the deadline of **September 20, 2023**. No extensions will be granted.

Further information
For further information, please contact Kelly Richmond Yates at halle.global@emory.edu in the Halle Institute for Global Research at Emory University. At Tel Aviv University, please contact Mira Tropp at miratr@tauex.tau.ac.il , Tel Aviv University.