# Yale *Economic Growth Center*

## EGC Faculty Small Research Grants Application

Updated July 17, 2020

**The Economic Growth Center at Yale University aims to support its Faculty Affiliates through providing grants of up to $10,000 for research on themes of international development and economics.**  The grants under this program are intended to support projects with smaller budgets or exploratory research for larger projects, often in the pursuit of external funding for the bulk of project activities. These grants may be used for a variety of research-related purposes, including graduate or undergraduate research assistance, field work and primary data collection expenses, data purchase, research-related travel, and seed funding for large external grant applications when no other funding sources are available.

### Eligibility

Faculty eligible for these grants include all EGC affiliates, with priority given to junior faculty.  If you are a Yale faculty member who is not an EGC faculty affiliate but would like to be considered, please send an email of inquiry to egc@yale.edu.

### Application instructions

Please submit the following to egc@yale.edu as a single PDF with accompanying budget Excel file.

1) **Cover Sheet** – The cover sheet is available at this link.
2) **Narrative** – The narrative should not exceed two pages in length, including appendices, using 12-point font.  It should include a concise statement on proposed research topic.  Some projects may be very preliminary, exploratory research, in which case the research design is not expected to be fully developed. In this case, highlight the potential research opportunities.  Also include any proposed partners (such as in-country research organizations or policy counterparts).
3) **Budget** – A project budget using the Excel template provided online at the same location as the coversheet mentioned above.
   <u>Budget notes:</u>
   a. Maximum budget request of $10,000.

   b. Proposed budgets are all intended to be used within one year of grant award.  A one-time extension of up to 6 months may be allowed with a justification approved by EGC leadership.

   c. *Travel costs* are provided as reimbursements in accordance with Yale travel policies.[1] These expenses will be reimbursed upon submission of an expense report following the trip.  Instead of requesting reimbursement for meal expenses and incidentals, a per diem stipend of up to $25/day can be claimed to cover food and miscellaneous expenses.  It is expected that the per diem would approximate actual expenses of traveling, for which a narrative justification may be requested.

   d. *Survey and other in-country expenses:* Grant funding can be used to cover expenses for in-country costs such as hiring enumerators, procuring translation or transcription

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[1] https://your.yale.edu/policies-procedures/policies/3301-travel-university-business#3301.3

services, developing instruments, and others. These expenses can either be 1) paid by the grantee and then reimbursed upon submission of an expense report or 2) contracted through a local research organization or survey firm, which would then submit invoices to be paid directly by Yale.  Please indicate in your budget notes the name of any local organization or survey firm that you would plan to be paid directly for the proposed work.

e. *Expenses not allowed:* PI effort or teaching buy-out, travel or trip protection insurance, and lost luggage insurance cannot be covered under this grant.

f. *Other expenses:* If there are other costs not mentioned in the categories above, include it in the "other expenses" line with a budget note explanation, and EGC will determine in the review process if the cost is allowable.

g. For awarded grants, any variation from the initial budget of $2500+ or 20% of any line item, whichever is greater, must be approved by EGC.

4) **Budget Narrative** - Please include a brief budget narrative paragraph at the end of your proposal detailing the major costs within the budget and how they support the planned research agenda. For example, travel costs should include a breakdown of how many trips are planned, how the costs were calculated for the trip, and why each of those trips is valuable for the research plan. This paragraph does not need to be included in the 2-page limit.

5) **Website Description** – If your application is successful, your project will be listed on the EGC's Faculty Research Awards page. Please include with your application a paragraph of 150 words or less, written in third person for a general audience. The suggested format is: (a) the central research question your project attempts to answer, (b) the approach it takes, and (c) how the grant will be used.

Other requirements:

A) **Reporting.** A final report will be required within 3 months of the completion of funded activities or within 18 months of the award date, whichever is earlier.  The report will be required to include:
1) A narrative summary of learnings from the activities funded under the grant.
2) A summary of future research plans, building on the activities funded by the grant.
3) A **financial report** of how funds were spent against the initial budget.

B) **Presentation.**  Each grantee who receives funding under this grant program will be requested to present on their research project (or a related project) at the relevant EGC lunch workshop.

C) **IRB** approval will be required for any project that uses data from human subjects in accordance with Yale policies.[2]

D) A **Data Use Agreement (DUA)** for data received from other organizations with some restrictions on its use will be required where relevant in accordance with Yale policies.[3]  Note that all DUAs must be reviewed by Yale's OSP.

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[2] https://your.yale.edu/research-support/human-research/yale-irbs-yale-university-institutional-review-boards/submission-4
[3] https://your.yale.edu/research-support/office-sponsored-projects/contracts/data-use-agreements-duas