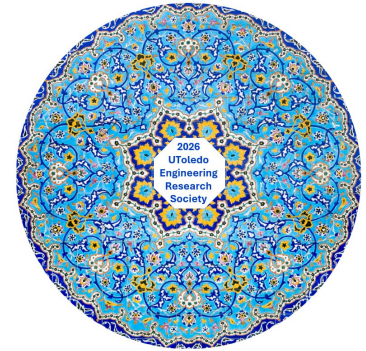


## ERS Request for Research Proposals

The Engineering Research Society (ERS) was established in December 2025 to promote a vibrant and productive research environment in the College of Engineering supported by early-stage grant funding that leads to significant additional grant opportunities. The ERS funds a program that makes research awards to faculty in the College. In its inaugural year these awards will be made by the College of Engineering, but in subsequent years this will become part of the University Research Funding Opportunities (URFO) Programs managed by the Office of Research and Sponsored Programs.



A commemorating coaster made by a local artist for the formation of ERS.

### Guidelines

In its inaugural year, the program will make two awards for a maximum of \$20,000 each to support faculty research. In future years more awards are expected to be made as the ERS endowment grows. The URFO guidelines will generally apply to this program including the following:

1. The Principal Investigator (PI) must be a full-time tenured and tenure-track faculty member in the College of Engineering during the full academic year of the award, but other members of the research team can be from other colleges or be research faculty.
2. The award may support summer salary and fringe benefits (to a maximum of four weeks), students, travel, equipment, and materials and supplies.
3. The program deadline is March 24, 2026, the finalist will be invited to present during the Design and Discover Day on April 24, and decisions are expected to be made by April 27. Funding becomes available on May 1, with all expenditures to be completed 12 months after this start date.
4. A preference will be given to tenure-track assistant professors. However, associate and full professors can make a case for the need for funding to move their *research in a new direction* or to take their *research to a much higher level*.
5. Investigators may be a PI on one, and only one, proposal submitted to any major URFO program or the ERS program in a given Academic Year. An ERS proposal by a PI who has received an URFO major award will not be considered. A faculty member may, however, be a co-investigator on a second proposal provided that salary is not received and the activities are independent.
6. Faculty may not receive more than two of any major URFO award or ERS award as Principal Investigator over any five- year period, and faculty may not receive any major URFO awards or ERS awards as PI in two consecutive years.
7. Faculty members with start-up funds are not eligible for support unless documentation shows that start-up funds cannot support the ERS project. In all cases, faculty with grant and/or startup funding must indicate the extent of that funding, and how the need for ERS funding requested is not met by those sources of funding. Generally, those with remaining start-up funds will be evaluated at a lower priority than those without start-up funds.

## Proposal Submission Requirements

In its inaugural year, the proposals should be submitted to the College of Engineering directly. In subsequent years when the ERS program becomes part of the University of Toledo's URFO program, the proposals will have to be submitted through the InfoEd system. Documents submitted should use standard 8.5x11 inch page size with one-inch margins, double-spaced unless otherwise noted, and use 11-point or 12-point type limited to Times New Roman, Arial, Calibri, or similar font.

- 1 Page | Abstract, written for a general audience that summarizes the project and its expected outcomes. The abstract must not exceed 250 words and should be single spaced.
- 6 Pages | Project description that includes sections on objectives, significance, methodology (or approach) and outcome. The outcome section should indicate the contribution a successful project will make to the individual's professional growth. The project description must not exceed six double-spaced pages, including all figures and diagrams. The description should provide the reviewers with sufficient information to show the possible contribution of the project to the discipline.
- 2 Pages | References (single-spaced pages)
- 1 Page | Budget Justification
- 2 Pages | Biosketch in [SciENcv](#) format (required for PI, optional for co-investigators)
- No Page Limit | Final reports for any URFO awards for the past five years.
- No appendix material or support letters will be accepted

## Proposal Review and Award Notification

All proposals will undergo administrative review to ensure compliance with the overall ERS program requirements listed above prior to formal review of the content of the proposal. Those not meeting program and format requirements will not undergo review and are not eligible for funding. The College of Engineering will convene a committee to review all the proposals and make funding recommendations to the ERS members who will make the final decision. Successful PIs will receive an award letter signed by the Dean of Engineering via email. Grants Accounting will establish a restricted account (index) for the project.

## Reporting Requirements

The deadline for final reports is 3 months after project end date of April 30, 2027. *Award recipients must submit a proposal to an external agency prior to the final report deadline.* Submit a written report to the College summarizing the results of the project and including a list of presentations, publications, proposals and funding directly resulting from this project. Follow the [final report guidelines for the URFO program](#) for the report.