

**Request for Proposals for Columbia – Chile Fund
Columbia University**

RFP Issue Date: October 21, 2013

RFP Due Date: November 22, 2013

Columbia University colleagues:

We are delighted to provide you with the Request for Proposals for the Columbia-Chile fund, which supports research collaboration and joint projects between faculty and research scientists at Columbia and their counterparts in Chilean universities.

The Program includes a competition for seed funds implemented by the Columbia Global Centers | Latin America (Santiago) aimed at collaborative projects composed of Columbia University faculty and research officers, and members of one or more universities in Chile. The Columbia Global Centers support faculty in a variety of different ways. They are the base of several interdisciplinary research projects, the home of important student programming across our schools and colleges, and the catalyst for partnerships with academia across the world. In many ways, they are prepared to support your global ambitions, and to further your dialogue with stakeholders in the regions that matter to you.

Projects must propose a balanced exchange between Columbia and Chilean participants and demonstrate complementarities by both teams. Student participation is encouraged. The purpose of this Program is to strengthen connections through research and exchange around varied academic and scholarly areas, encourage the flow of people and networks to Chile, and facilitate the creation of long-term relations between Columbia and Chilean universities. The global center in Chile will be in charge of managing and facilitating this Program. Among other things, it will help Columbia University professors, students, and researchers with the trips, logistics and will provide office space as may be necessary.

The deadline for submission of applications is **November 22, 2013**. The funds will support one-year projects and must be awarded by December 2013. They may go to cover travel, site visits, faculty exchanges, and meeting and workshop costs. The maximum award is \$30,000 per project and these will need to be executed during 2014. The competition is open to projects from all fields of scholarly studies and the funds are available to all schools and departments of Columbia University.

Eligibility

Those eligible to apply are Columbia University faculty members with full-time professorial titles, modified or unmodified; instructors; and officers of research. In the case of Chilean partners, those eligible to support the project locally are faculty and researchers with a permanent affiliation to a local accredited university. Eligible projects should be executed within one year and may include:

- Scholarly events (conferences, workshops, symposia) to be held during 2014;
- Faculty, scientists', researchers' and postdocs exchanges between Chile and the US;
- Internships and training programs involving faculty and students;
- Research papers prepared jointly by the applicants.

Applicants

Applications must be prepared jointly by two principal investigators: One must be from Columbia University and the other one from a Chilean accredited university. Columbia's PI should be the one officially submitting the proposal and assuming primary scholarly, administrative, and financial responsibility for the project. He/she will be responsible for following IRB protocols, as necessary.

Available Funds

All awards will be made on a competitive basis. Award amounts will be determined individually by project for a maximum of \$30,000 per project.

How will proposals be reviewed?

Proposals will be submitted to a Selection Board based in Columbia University with a membership chosen by Columbia University's Provost. The Selection Board will consist of faculty and researchers of Columbia University, and may also include experts and resources from the Global Center and other campus groups as selected by the Provost.

The Selection Board will consider the merit of each proposal, the balanced participation between Columbia researchers and Chilean academicians, and the expectation of generating long-term research collaboration, in accordance with the project criteria set forth in the call for proposals. The Selection Board will draft the list of projects recommended to be provided financing.

Proposals received in the framework of this RFP will be evaluated to consider the following aspects:

- Academic merit of the project
- Level of balanced participation between Columbia and Chilean academics
- Feasibility in terms of proposed timeline and resources
- Chilean and Columbia PIs' track records
- Degree to which the project makes a contribution to Chile and adds value to Chilean researchers and the local academic community
- Degree to which the proposed project forges interdisciplinary, or inter-school, faculty collaborations; has the potential to grow into a sustainable program; and has the potential to attract additional support

Requirements

A completed application must include:

- A cover page with all necessary signatures, including that of Columbia's PI submitting the proposal (a cover sheet is included at the end of this RFP).
- Letters of support:
 - From the Chilean PI acting as counterpart in the project (*required*).

- From the dean(s) of the applying school or chair(s) of the relevant department(s) if school/department resources are required for the project. This applies to both Columbia and Chilean universities (*required*).
- If applicable, from other collaborators and/or stakeholders, including NGOs, government officials and investigators
- Executive Summary (not to exceed 300 words)
- Proposal (not to exceed 1000 words) describing project, nature of collaboration with Chilean partner, and expected impact.
- Budget documents
 - Detailed budget in US Dollars and narrative (a budget sheet is included at the end of this RFP). Budget items should be listed by expense category (e.g., travel, materials, event production, etc.).
 - Please note that funds cannot cover or supplement salaries for Columbia faculty or to acquire computer and other office equipment.
 - When budgeting for your proposal, please allow for any applicable withholdings, deductions, overhead, and tax obligations that may apply to the project. Questions regarding withholdings and other deductions for specific budget items under Chilean regulations should be directed to the global center in Chile; meanwhile, questions regarding withholdings and deductions under Columbia and U.S. practices should be directed to the Sponsored Projects Administration.
 - Description of any other funds expected or received for this project
- Principal investigator's CV, Chilean partner's CV, and if appropriate, the CVs of other key collaborators.

Submission

Applicants are required to submit the entire application (as one PDF file, in the order of the application requirements) via email to the Director, Columbia Global Centers | Latin America (Santiago), Karen Poniachik, kpp16@columbia.edu, by November 22, 2013.

Contact

For further information related to the proposal or the application process please contact the Director, Columbia Global Centers | Latin America (Santiago), Karen Poniachik, kpp16@columbia.edu.

The deadline for submission of applications is November 22, 2013.

**Request for Proposals for Columbia-Chile Fund
Proposal Cover Page**

**RFP Issue Date: October 20, 2013
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Project Title:

Principal Investigator from Columbia University (individual assuming primary scholarly, administrative and financial responsibility for project)

Name:

Title:

School/Department/Division/Center/Institute:

Email:

Phone:

Principal Investigator from Chilean University

Name:

Title:

University:

School/Department/Division/Center/Institute:

Email:

Phone:

School:

Department/Division/Center/Institute (if applicable):

Funding Request

Total Amount of Funds Requested:

Duration of the project:

Other sources of Funds for the project (if existent):

Application requirements check list

- Cover page with all necessary signatures
- Letters of support:
 - o From the dean(s) of the applying school or chair(s) of the relevant department(s) if school/department resources are required for the project. This applies to both Columbia and Chilean universities (required).

- If applicable, from other collaborators and/or stakeholders, including NGOs, government officials and investigators
- Executive Summary (not to exceed 300 words)
- Proposal describing project, nature of collaboration with Chilean partner, and expected impact.
- Budget documents
- Principal investigator’s CV, Chilean partner’s CV, and if appropriate, the CVs of other key collaborators.

NAME/COLUMBIA PI

SIGNATURE

DATE

**Request for Proposals for Columbia-Chile Fund
Budget Request**

**RFP Issue Date: October 20, 2013
RFP Due Date: November 22, 2013**

Project Title:

Principal Investigator from Columbia University:

Principal Investigator from Chilean University:

Total Amount of Fund Requested:

BUDGET	
<i>Please provide a summary budget of the proposed project. Add lines or categories as necessary.</i>	
Travel (air fare, hotel)	\$ 0.00
Meetings (venue, catering, translation, etc.)	\$ 0.00
Other costs (please specify)	\$ 0.00
	\$ 0.00
	\$ 0.00
	\$ 0.00
	\$ 0.00
	\$ 0.00
Total Project Costs	\$ 0.00

BUDGET NARRATIVE & JUSTIFICATION

Please provide a short description and justification of how funds received from the Columbia-Chile Fund will be used.