

**Texas A&M University-CONACYT Research Grant Program
2019-2020 REQUEST FOR PROPOSALS (RFP)
Release Date: October 10, 2019**

Deadlines

Letter of Intent (Required): Friday, November 8, 2019, 11:59 p.m. (CST)

Full Proposal: Monday, December 16, 2019, 11:59 p.m. (CST)

Introduction/Purpose

Texas A&M University and the Consejo Nacional de Ciencia y Tecnología (CONACYT) are pleased to announce a program that encourages research collaborations between faculty at Texas A&M University and faculty at higher education institutions in Mexico or CONACYT research centers. The program aims to facilitate faculty-to-faculty collaboration and to further research ties yielding preliminary results that will enable joint applications to various extramural funding programs.

Texas A&M and CONACYT have each dedicated US\$150,000 for a total of US\$300,000 for this Call. The program will issue up to 10 awards. Each award will provide up to US\$30,000 total in joint funding. Total budget of US\$30,000 to be split between the TAMU and Mexico PI. (Ratio determined by the PIs.)

Eligibility

One principal investigator is required from Texas A&M and the other from a higher education institution or research center in Mexico. The Principal Investigator (PI) from the United States must be designated as PI eligible at Texas A&M. The PI from Mexico must be a full-time faculty member from any institution of higher education or a research center in Mexico that is registered in El Registro Nacional de Instituciones y Empresas Científicas y Tecnológicas (RENIECYT).

Each PI is limited to one submission per year. PIs are not eligible to receive an award for two consecutive years.

Funding Priorities

Texas A&M and CONACYT have agreed on research priority areas listed below.

1. Technology Development: Data management, data analytics, autonomous systems, cyber security
2. Energy: Sustainable energy consumption, development of renewable and clean energies, energy transition
3. Climate Change and Air Quality
4. Health: Health promotion, preventative medicine and health care (primarily in cancer diabetes and obesity), community health
5. Environmental Systems and Sustainability: Conservation of terrestrial, coastal and marine ecosystems, water management, prevention and risk mitigation for natural disasters, food sovereignty
6. Urban Development and Sustainability
7. Social Sciences: Poverty reduction, economics, historical heritage, biocultural diversity, population displacement

Calendar

- Release of RFP: October 10, 2019
- CONACYT Writer's Workshop: October 16, 2019, 10:30 - 11:30 a.m., 310 Jack K. Williams Administration Building. [Register here.](#)
- Letters of Intent (LOIs) due via email (conacyt@tamu.edu): November 8, 2019, 11:59 p.m.
- Invitation to submit full proposal: November 18, 2019
- Full proposals due in eProposal system: December 16, 2019, 11:59 p.m.
- Notifications of Awards: After March 2020
- **Tentative** Award Period: June 1, 2020-May 31, 2021
- **Tentative** transfer of funds: June 2020 (*all compliance documents and letter of agreement must be in place for funding to occur*)

Terms of the Award

The award must involve a joint research project directed by two principal investigators – one from Texas A&M University and one from a higher education institution or research center in Mexico.

The research award is for a period of one year tentatively beginning June 1, 2020. PIs may request a one-time 12-month extension with satisfactory progress on the project.

The program will issue up to 10 awards. Each award will provide up to US\$30,000 total in joint funding. Total budget of \$30,000 to be split between the TAMU and Mexico PI. (Ratio determined by the PIs.)

Upon completion of the 12-month project, the principal investigators are required to submit a Final Narrative Report including financial information for expenditures incurred under this Grant no later than 90 days following the project term date. Reports should be submitted electronically via email to conacyt@tamu.edu to the attention of the CONACYT Program Manager.

Letter of Intent Instructions

To be eligible to submit a full proposal, a letter of intent (LOI) is required (in English). Only one LOI is required, and must include the following:

- **Title** – Proposed title of project
- **Statement of Work** – Maximum ½ page
- **PI Information** – Detailed contact information for the lead PIs, including:
 - Names of the Texas A&M and Mexican principal investigators
 - PI titles and positions, including full name of the higher education institution or research center in Mexico, and the RENIECYT registration number of the Mexican institution
 - Contact Information for PIs (including institution name, address and email)
 - Names of other investigators and institutions

The letter of intent must be submitted via email to conacyt@tamu.edu no later than 11:59 p.m. Central Standard Time on November 8, 2019.

Online Submission Process

All proposals must be submitted in English using the online application system at: <https://eproposal.tamu.edu>. This site is password protected. Once logged in, PIs should select which type of application is being submitted: “TAMU-CONACYT.”

PIs from Texas A&M may use their NetID to access the system. PIs from Mexico will be given instructions on how to create a login ID and password once a letter of intent is submitted and accepted, and must set up an account in the online system. PIs from Mexico who have previously submitted a proposal through this system will be able to use the same username and password.

Only one joint proposal should be submitted. The proposal can be created in the eProposal system by either the Texas A&M or Mexican PI. The PI who creates the proposal will need to add the other PI to the proposal in the system. Both PIs can review, edit, and upload documents.

Full Proposal Instructions

The abstract and project narrative should be prepared using Times New Roman 12-point font, single spaced, with one-inch margins. Please insert the page number as a footer one-half inch from the bottom of the page.

General Information (online): Contact information for each investigator (limit six), compliance reporting, key words for project, and report codes must be included.

- **Abstract** (upload): Include a brief, one-page summary describing the project’s objectives, methodology, and anticipated results in layman’s terms. Please include proposal title.
- **Project Description** (upload): The project narrative is limited to five pages. The narrative should include any illustrations, figures or data and address the following:
 - State the specific objectives of the project. Explain the scientific or technological significance of the work and its possible importance in economic, social, or other terms.
 - Provide evidence that the project has direct application to solving binational issues. As appropriate, describe the project’s importance in addressing industrial, governmental, or societal issues.
 - Describe the work to be performed, the tasks of each person, and the timeline for the project.
 - Describe anticipated outcome(s) of the project.
 - Identify the role of both PIs and any other members of the research teams involved in the project. If applicable, the PIs should demonstrate evidence of an existing research relationship. If graduate or post-doctoral students are involved, list their names and university/program affiliations. Students already funded by CONACYT are not eligible for additional funding through this program.
 - Describe future funding potential. Proposals should include a plan for continued collaboration, and plans to seek additional funding from other sources.
- **References Cited**: Please list publications or literature cited. This is not included within the project narrative five-page limit.

- **Investigator CVs** (upload): CVs (two-page maximum) for all investigators should be attached to the application. **NOTE:** Please ensure that the CV in the eProposal system is current.
- **Current and Pending** (upload): For all investigators, list the source, title, date, and amount of internal and external funding support *relevant* to the project (received or pending) over the previous three years.
- **Industry or Government Agency Partner (optional)** (online): If industry or government agency partners are to be involved with the project, please include a description of the partner's role and support for the project. A letter of support from the proposed partner must be included in the submission.
- **Texas A&M/Mexico PI Budgets** (online): Not to exceed \$30,000 total (see budget information below). The \$30,000 to be split between the TAMU and Mexico PI. Ratio determined by the PIs.
- **Budget Justifications** (online): Specifically itemize each budgeted item.
- **Financial Contacts** (online): Include the contact name, phone number, and email address of financial contacts at Texas A&M (departmental business administrator) and the Mexican higher education institution or research center. PIs from Mexico must provide wire transfer information before transfer of funds can occur.

Budget Information

Please complete the two required budget sections to clearly indicate how funds will be distributed between Texas A&M and the Mexican higher education institution or research center. Eligible costs include:

- **Travel:** This includes travel-related expenses for PIs and/or other members of the research teams to visit partner institutions or potential funding sources and registration fees for professional conferences and meetings. Each home institution is responsible for providing medical insurance during travel.
- **Graduate student support:** The award money can be used to fund graduate students' salaries and tuition payments. However, this project will not fund salaries for investigators, undergraduate students, or postdoctoral scholars. The funds for these grants are not fringe-bearing. Fringe benefits must be included for all U.S. graduate student salaries listed in the budget.
- **Symposia/Workshops:** Expenses related to hosting focused symposia and workshops on topics fall within the scope of this initiative.
- **Scientific equipment and supplies:** This category must not exceed 20 percent of the total award.
- **Facilities and Administrative Costs:** F&A Costs/Indirect Costs are not allowed.

Research Compliance and Biosafety

If the proposed research activities require review by institutional review boards for human subjects, animals, or biohazards (see, for example, the Texas A&M website for [research compliance](#) and biosafety), applicants must check the appropriate questions of the online application. PIs are encouraged to contact research compliance or biosafety in advance of submitting their proposals to determine if oversight is necessary before submitting their proposals. If awarded, the appropriate compliance forms must be submitted and approved, and copies of approval documents forwarded to Ms. Monica Holder, CONACYT program manager, at [m-](#)

holder@tamu.edu. No CONACYT funds can be disbursed until research compliance and biosafety approval letter(s) have been received.

Export Controls

If the proposed research activities involve export control risks, including international collaboration, shipping, or travel, applicants must answer the appropriate questions of the online application. Please see <https://vpr.tamu.edu/initiate-research/export-controls> for additional information. Questions may be sent to exportcontrols@tamu.edu.

Please note: All awarded proposals will be reviewed by staff in Research Compliance and Biosafety and Export Controls.

Proposal Evaluation Criteria

A peer-review panel consisting of faculty from Texas A&M and CONACYT, who will evaluate and score each submitted proposal based on the following major criteria:

- Scope of scientific or scholarly merit and binational impact from the proposed project
- Potential for the Texas A&M-CONACYT award to be leveraged into a proposal for external funding, particularly to a federal agency
- Qualifications and work balance between the PIs
- The potential of the PIs to successfully complete the proposed project

Following the peer evaluation of the proposals, the responsible officials (or their designees) at CONACYT and Texas A&M will reconcile the two sets of reviews. The Review Committee is scheduled to meet in February/March 2020.

Notification of Award

Recipients will be notified via email after March 2020.

Letter of Agreement

A Letter of Agreement (LOA) between TAMU and the Host Institution in Mexico is required for each award. The LOA will be completed after the notification of results are issued. TAMU will provide the LOA template.

Transfer of Funds

The transfer of funds (awarded in U.S. dollars) is estimated to be made in June 2020, if 1) all financial information is provided by the PIs, 2) all compliance issues have been approved by the appropriate compliance committee(s), and 3) the LOA has been completed.

Failure to provide timely and accurate financial contact information will result in delayed transfer of funds.

Reporting Requirements

Upon completion of the 12-month project, the principal investigators are required to submit a Final Narrative Report including financial information for expenditures incurred under this Grant no later than 90 days following the project term date. Reports should be submitted electronically via email to conacyt@tamu.edu to the attention of the CONACYT Program Manager.

The Final Narrative Report should address the following:

- Describe accomplishments, findings, or discoveries that may be of interest to decision makers and the general public
- Identify additional funding that has been received or requested as a result of this grant
- Identify the granting agencies, industry sponsors, or end users to which a future proposal has been or will be submitted and the date of submission
- Identify any publications that have resulted from this grant
- Report actual budget expenditures

Program Contacts

Questions concerning the Texas A&M-CONACYT Research Grant Program should be directed to:

Texas A&M University:

Ms. Monica Bruno Holder, MS
(m-holder@tamu.edu; 979.847.9391)

CONACYT:

Lic. Monserrat Peña Ávila
(mpena@conacyt.mx; (55) 5322 7700 Ext.1703)

Lic. Paulina Olavarría Sayavedra
(internac_ciencia@conacyt.mx; (55) 5322 7700 Ext.4106)

Information on Internet: Information about the Texas A&M-CONACYT agreement and Research Grant Program is available on the Web at:

Texas A&M University's website: <http://conacyt.tamu.edu>
CONACYT's website: <http://www.conacyt.mx>