4-VA at Mason
Grant FAQs

4-VA is a collaborative partnership between six Virginia universities. The 4-VA mission is to promote collaborations that leverage the strengths of each partner university and improve efficiencies in higher education across the Commonwealth of Virginia.

What does the 4-VA program fund?
Several grant opportunities are available through Mason's 4-VA program. These include the following:

- **Collaborative Research Grants** - This competitive grant program is intended to improve research effectiveness within the Commonwealth and at Mason by providing funding for faculty to engage in collaborative research that can be used as a catalyst for subsequent, major federal grants. Collaboration with a researcher at one of the 4-VA partner institutions is strongly desired, as is active dissemination of the research findings. (Up to $20,000)
- **Complementary Grants** - Mason faculty working on a collaborative grant awarded by another member school may apply for complementary funding to support cross-university collaborative work. (Up to $5000)
- **Shared Courses** - In a unique relationship with our partner schools, Mason faculty can teach courses in the Mason Telepresence room using remote access technologies. Shared courses allow faculty to teach these courses to students in several different locations at once. Conversely, Mason students can avail themselves of courses offered at other colleges, which are not available at Mason. ($1,000 for initial course development for faculty; $1,000 to teach each semester; and $1,000 to the department for course support)
- **Course Support:**
  - **Open Education Resources (OER) Grant** – Utilizing and incorporating existing, openly accessible materials, activities, data and resources can dramatically increase classroom engagement at the same time reducing the cost of textbooks and supplemental course materials. Considerations and criteria for a course redesign 4-VA grant include: Mason Core classes; classes with high enrollment; classes required for a major; and classes with high textbook costs.
  - **Course Redesign** - Funding can also appropriated for classes with a unique or unusual curriculum; large-scale STEM classes to improve student retention; develop online components; reduce time to degree, and improve program curriculum. (Up to $5,000)

GENERAL QUESTIONS

If we get a grant, when will we receive the funds?

Following notification of an awarded grant, a new organizational code will be generated to which your funds will be transferred. This org code will reside within your unit and will be monitored by your Financial Officer. Any questions regarding utilization of funds should be directed to the Financial Officer prior to any expenditures or encumbrances. 4-VA research funds are governed by the Commonwealth of Virginia financial policies and procedures.

Following the grant award, what are the expectations of the Lead PI with regard to the 4-VA organization?

The Lead PI should communicate to all partners the following information:

- **Acknowledgement**. Faculty are expected to acknowledge 4-VA support by using the official 4-VA logo on printed materials, in their online profiles, and by using the following language: "This project was funded by 4-VA, a collaborative partnership for advancing the Commonwealth of Virginia" or "This project was funded in part by 4-VA, a collaborative partnership for advancing the Commonwealth of Virginia."
- **Reporting.** The lead PI is expected to respond to and complete a mid-project report and a final report. Additionally, should there be further activity on the project (such as disseminations, presentations, outside funding to further the research, etc.) 4-VA may ask for additional *very brief* reports for up to two years. Each of these report forms will be disseminated by and should be returned to 4-VA at Mason.
- **Legal and Ethical.** Federal, state and university policies, procedures and rules apply to all awarded grants. For further information regarding these rules, please work with your department or school Financial Officer. If you believe your project will result in patentable work, you should discuss requirements and policies with the Office of Technology Transfer**.** A number of ethical practice review protocols are required for some research activities. If you have questions about the requirements that may apply to your project, contact the Office of Research Development Integrity and Assurance.

I'm an adjunct. Why must apply as a member of a team rather than on my own?

4-VA grants are to be completed over the course of a Fiscal Year. The grant requestor is the responsible financial party. Upon receiving a grant award, a new budget ORG is created, into which the grant funding is disbursed. Due to the nature of our grants and their disbursement, 4VA grants can only go to full time faculty.

QUESTIONS REGARDING COLLABORATIVE RESEARCH GRANTS

My colleagues and I are considering applying for a 4-VA Collaborative Research Grant (CRG). What does 4-VA funding cover?

CRG funding can be used for a variety of services and supplies, including but not limited to:
- Faculty Stipends
- Travel
- Materials
- Printing
- Graduate student wage
- Undergraduate student wage (managed through OSCAR)

It is important that applicants be as specific as possible with regard to planned allocation of funding in their proposal. The proposed budget must be reviewed by each unit's Financial Officer. Once awarded, actual expenditures against the budget will be monitored by 4-VA staff.

Is the travel category just for travel to the other VA institutions or can the travel money be used for travel to present the pilot results of the project?

Travel funding applies to any trips associated with the project.

We plan to hire an undergrad student to help us in our research. How do we go about that? And, how do we access that funding?

Undergrad student funding is sent to the OSCAR program. You will need to submit information about the specific student to the OSCAR contact. Your student's wages will be paid directly from them.   For further information, contact:

> Anthony DeMaio
> Administrative Assistant OSCAR/UE
> Johnson Center Room 228
> 703-993-3794
> oscar@GMU.EDU

We have received our funding for the grant we were awarded, however the student I planned on hiring has transferred. Can I move that funding to hire a graduate student?

Yes, contact 4-VA Deputy Campus Coordinator, Marcy Glover, at mglover2@gmu.edu for assistance.

QUESTIONS REGARDING COMPLEMENTARY GRANTS

I am aware that a researcher at another 4-VA institution is interested in supporting the 4-VA research grant we are proposing. Can I involve them?

Up to $5,000 may be available in complementary funding for a research project in conjunction with a partner 4-VA institution. In the event that your proposal has more than one Co-PI, only one request for complementary funds will be considered per proposal per institution (i.e.: your proposal may receive more than one complementary funding award if you have multiple Co-PIs at different institutions). Please clearly detail in your proposal budget the distinct uses for primary award funds and for any requested complementary funds. Complementary funds are awarded directly by your Co-PI's institution.   Should your proposal be awarded, your Co-PI's institution will be notified of the complementary funding request. Proposed work should be completed regardless of the amount of complementary funding that may be awarded. In limited circumstances, complementary funding amounts above $5,000 may be awarded with additional justification as required by the Co-PI's institution. Please note that 4-VA funds cannot be transferred between institutions.

A colleague in my field at another 4-VA school has sought my support in a research project for which they have received 4-VA funding. Are there funds available to do this?

Yes, Complementary Grants are available for research in collaboration with colleagues at Virginia Tech, James Madison, Virginia Commonwealth, Old Dominion, and the University of Virginia. If a grant proposal has been accepted at one of these institutions, Mason will provide up to $5,000 in complementary funding to participate in that grant project. A complementary grant application form is available on the 4-VA at Mason website and must be completed in order to receive funding.

QUESTIONS REGARDING SHARED COURSE GRANTS

I have been approached to teach a shared distance learning class through the 4-VA program. I will need to adapt my educational approach and materials to better suit the telepresence room environment. Can I receive compensation for this work?

A 4-VA shared course is one for which students from other 4-VA institutions can register. Faculty teaching a shared course can receive a $1,000 stipend to integrate a class for the telepresence room distance learning experience. This is a one-time stipend for the initial development of the course, however, for each semester the course is delivered, faculty are eligible for an additional $1,000 for teaching. Moreover, $1,000 is transferred to the Department for funds necessary to support the course.