

Article IX. Grants Code

Section 5. New Mexico Research Grant (NMRG)

NMRG is designed to assist students with larger projects that require substantial funding. It was created to encourage students to work with state agencies and community organizations that directly benefit the state of New Mexico and New Mexican community.

A. Funding History

- 1.** The NMRG quasi-endowment began with funding allocated to the GPSA by the New Mexico State Legislature in 2000. NMRG grants assist with larger projects that require substantial funding and are aimed at encouraging UNM students to work on research with state agencies or in areas that directly benefit the people of New Mexico.
- 2.** The quasi-endowment is held by a University foundation on behalf of GPSA. Each year a small spending allowance from the endowment, along with substantial contributions from New Mexico State Legislature allocations, funds grants activity.

B. Activities Funded

- 1.** The NMRG grant funds the development of research, including travel for research related purposes.
- 2.** Acceptable New Mexico Research costs include:
 - a.** Permanent equipment not available from the applicant(s)' UNM department, or not otherwise available for use by the applicant(s).
 - b.** Computer software not available at the UNM computer pods or at the applicant(s)' UNM department, or not otherwise available for use by the applicant(s).
 - c.** Room, board, and travel expenses to and from research facilities or field sites outside of Albuquerque.
 - d.** Supplies and consumables necessary for the research project and not readily supplied by the applicant(s)' UNM department or not otherwise available for use by the applicant(s).
 - e.** Transcription expenses.
 - f.** Research projects commenced or activities occurring within the GPSA annual year, June 1 to May 31.
- 3.** Unacceptable NMRG costs include:
 - a.** Salaries or payments, with the exception of small participant incentives and reasonable contractual expenses (such as interpretation or transcription services).
 - b.** Travel expenses or other fees associated with a conference.
 - c.** Travel, room and board expenses for workshops, schools, clinicals or other travel that do not directly aid in the creation of student research.
 - d.** The purchase of computers.
 - e.** Tuition and supplies/books for classes.
 - f.** Any publication or subscription costs.
 - g.** Any research project that involves, or may involve, excessive or unreasonable harm to humans or animals.

C. Amount of Funding

- 1.** High Priority grants will be awarded a maximum of five thousand dollars (\$5,000) for each research project.
- 2.** General Priority grants will be awarded a maximum of three thousand dollars

- (\$3,000) for each research project.
3. The maximum amounts are for individual research projects regardless of the number of graduate or professional students working on the project.
 4. The total amount awarded shall not exceed the total amount requested in the application.
 5. The maximum amount awarded to an individual, based on the total of the applications to which they are signatory, is five thousand dollars (\$5,000) per year (July 1 to June 30).
 6. No individual can receive NMRG funding more than three times.
- D. Deadlines
1. All applications for NMRG must be received before the Fall semester funding cycle deadline [Article IX. Section 1.C.].
- E. Applicant Eligibility
1. A member of GPSA enrolled, at the time of application and through the completion date of the research project, as the Grants Chair.
 2. FOR HIGH PRIORITY GRANTS ONLY: Members of GPSA collaborating with a New Mexico state agency, non-profit, or non-governmental organization that directly benefits and is based in the state of New Mexico. Cannot include UNM and its branches.
- F. Application Requirements
1. Applications must be submitted before the deadline.
 2. Applications must be for activities taking place in the current funding period.
 3. All applicant(s) may apply for either a High Priority or a General Priority grant but may not apply for both for the same project.
 4. For activities involving humans, animals, or hazardous materials:
 - a. All research projects that involve human or animal subjects or participants must, prior to the distribution of funding, be reviewed and approved by the Human Research Review Committee (HRRC), an Institutional Review Board (IRB), the Institutional Animal Care and Use Committee (IACUC), or by another entity empowered by the University of New Mexico for such purposes.
 - b. All research projects that involve the use of biohazardous materials or chemicals must be reviewed and approved, prior to the distribution of funding, by the Biosafety Committee or by another entity empowered by the University of New Mexico for such purposes.
 - c. Approval of a research project by any of the entities described in subsections a or b above shall not be determinative of whether a research project involves excessive or unreasonable harm to humans or animals.
 5. A complete research proposal that includes:
 - a. A description of the research project with the date(s) and location(s) of the activities.
 - b. An introduction that provides adequate background and places the applicants' research in the context of their academic field.
 - c. An explanation of the applicant's academic interests, and relationship of the research activities to their academic degree and field of study, career, and scholarship generally.
 - d. An explanation of the research project's benefits to UNM, academia, and the broader New Mexico community.
 - e. FOR HIGH PRIORITY GRANTS ONLY: A description of the collaboration with a New Mexico state agency, non-profit, non-governmental organization, or New

Mexico communities that directly benefit.

- f. All applications must include one (1) letter of support from a faculty member familiar with the applicant(s)' research project. HIGH PRIORITY applications must also include one (1) letter of support from a representative of the collaborating New Mexico state agency, non-profit, or community organization based in and directly benefitting the people of New Mexico.
- g. A detailed and complete budget template filled out correctly and submitted through the online system and including supporting documentation. The Grants Chair, at their discretion, may request the submission of a new itemized budget for review. The applicant will be given three (3) business days following notification to submit the new itemized budget. Failure by the principal applicant to turn in a new itemized budget will be grounds to disqualify the application from review.

6. No materials besides those listed above shall be accepted.

G. Scoring Criteria

The scoring criteria categories and minimum weighting for NMRG must include:

- 1. Background and Research Description (General Priority: 25 points; High Priority: 20 points)
 - a. Applicant's academic/professional goals and interests are clearly stated.
 - b. Activity is described in detail – what exactly will the applicant do, when and where the activity is occurring.
- 2. Benefits (General Priority: 25 points; High Priority: 20 points)
 - a. Activity's benefits are stated and explained.
 - b. Activity's benefits are clearly linked to applicant's professional development and career goals, their field of study, the broader academic community, and the larger New Mexico community.
- 3. Composition (10 points)
 - a. Proposal flows logically and writing style is action oriented.
 - b. Technical terms are defined, and the proposal is suitable for a general audience.
- 4. Budget (30 points)
 - a. Applicant used the budget template provided.
 - b. Budget is well researched and complete for the scope of research activity. Choices appear to be economical or are otherwise explained.
 - c. Supporting documentation is provided.
- 5. Letter(s) of Support (General Priority: 10 points; High Priority: 20 points)
 - a. One (1) letter of support from a UNM faculty member supporting the applicant's proposal and describing the research.
 - b. For High Priority grant applications only: one (1) letter of support from a New Mexico state agency, non-profit, or community organization describing the collaboration and benefits to the people of New Mexico.

H. Disqualification Criteria

- 1. General Priority applications exceeding the seven hundred (700) word limit and High Priority applications exceeding the twelve hundred (1200) word limit.
- 2. Applications that were submitted after the deadline.
- 3. Incomplete applications – failure to complete a section of the proposal or provide required Letters of Support.
- 4. Applications where the budget was not completed using the budget template provided to applicants.
- 5. Applicants requesting funds for an event or activity that does not qualify for the NMRG as mentioned in [Article IX. Section 5.B]