



Northeastern University

Research

FY25 TIER 1 Application Instructions and PI Signature Form

This competitive program provides funds to support and encourage individual faculty members to form multidisciplinary teams to secure proof of concept, with a goal of successfully competing for future external sponsored research opportunities. An explicit strategy for securing external funding must be outlined.

Fifteen-month grants of up to \$50,000 are available, provided by the College(s)/units and the Provost's Office. It is expected that all projects will conclude by the end of the grant period and PIs will provide outcome reports related to follow-on external awards achieved as a result of the TIER 1 funding.

We are interested in supporting proposals that align with university and college strategic research priorities, using the "NABC" (Need, Approach, Benefits/Costs, Competition) format to frame their research proposal. For more information on NABC visit the [submission guidelines](#). Applicants should consult the [FY25 TIER 1 College Special Interests/Preferences section](#) on the Research Development TIER 1 website, and with their Associate Deans for Research, about priority areas for the college. Projects with cross-college collaboration are heavily favored.

Mentored TIER 1: Mentored Awards will be made in addition to standard TIER 1 awards. Mentored TIER 1 awards will support interdisciplinary research collaboration between an early career tenure track faculty member(s) and a senior tenured faculty collaborator(s) from a different discipline/College in order to advance the development of the early career faculty's research. Mentored Award submissions require an additional one-page mentoring plan.

New Requirements as of October 2023:

PI Funding Limit: From January 2024, some colleges will limit how frequently a PI can receive TIER 1 funding to no more than every other award cycle. This will apply in the case of both the Contact Co-PI and Co-PI roles. This limit will not apply to any mentored proposals. If you received a TIER 1 award in the last award cycle (award dates 7/1/23-9/30/24) and your home tenure (or equivalent) college is now implementing this limit (see below for colleges), you will be ineligible to apply for the next award cycle with a deadline in January 2024.

In cases where a PI's role would be providing a specific research need, such as equipment or expertise that is unavailable elsewhere in the university, some exceptions may be made. If your college has indicated that it will be implementing this limitation, and you feel that your role on a project is an exception, please reach out to the TIER 1 contact for your college to discuss a potential exemption from this rule.

Colleges That Will Limit PI Funding Frequency to Every Other Year: BCHS, CAMD, COE, COS, CPS, DMSB, NU London

Colleges/Units That Will Not Limit PI Funding Frequency: CSSH, Khoury, Mills, NUSL, Roux

Interdisciplinary/Cross College Requirement: Beginning with the TIER 1 submission cycle with a deadline in January 2024, all proposals must have a minimum of two PIs, who have their home tenure appointments (or equivalent) in different colleges. For proposals with more than two PIs, there must be a minimum of two different home colleges between the Contact Co-PI and their Co-PIs.

Allowable Budget Components: Funding may not be requested for faculty salary support. Salary support for research scientists is allowed. Graduate students who are included on the proposal must be named if already selected. For positions where a student hasn't been hired, please list the college from which you intend to hire. All graduate students hired must be able to complete the work within the award period. Tuition is not an allowable charge.

Submission Limit: It is recommended that investigators apply as Co-PIs on no more than two applications. Faculty submitting or participating in a Mentored TIER 1 application may still submit/participate in up to two additional standard TIER 1 applications.

Review Process: Proposals will be reviewed in a two-stage process beginning with the relevant colleges/units. Proposals that are endorsed will go forward to the SVPR for further consideration. Reviewers are asked to rank proposals based on the NABC format and budget feasibility.

IMPORTANT DEADLINES

November 9

TIER 1 application opens

January 18

Submission Deadline

March 19

Deadline for Deans to submit endorsed proposals to SVPR

April 24

Award notifications

July 1, 2024

Start of grant period

September 30, 2025

Conclusion of grant period

All Proposals will be submitted through the AmpliFund FY25 TIER 1 Application Portal and must include:

- TIER 1 PI Signature Form with all required signatures (PDF)
- Line Item Budget (application template)
- One-page Mentored Award plan (PDF, if applicable)

Please see application for full requirements

Project Information**FY25 TIER 1 Application Co-PI Signatures**

PROJECT TITLE		DATE
BRIEF DESCRIPTION OF PROJECT TO BE FUNDED UNDER SEED GRANT PROGRAM		
AMOUNT REQUESTED (\$)	MENTORED AWARDS: Yes No <small>1. Please include "Mentored Award" as the first two words of the project title. 2. The Contact Co-PI role should be assigned to the junior faculty member. 3. The proposal should include up to one additional page, (to be uploaded separately) with an explanation of how the mentored collaboration will advance the junior faculty's research career, details on the mentor's interest in the project, and what the mentorship activities will entail.</small>	

Applicant Information**Contact Co-PI (responsible for proposal submission, reporting and budget management)**

NAME		RANK	
DEPARTMENT 1	COLLEGE 1		% OF APPOINTMENT
DEPARTMENT 2	COLLEGE 2		% OF APPOINTMENT
CO-PI SIGNATURE			What campus are you based at?

Co-PI

NAME		RANK	
DEPARTMENT 1	COLLEGE 1		% OF APPOINTMENT
DEPARTMENT 2	COLLEGE 2		% OF APPOINTMENT
CO-PI SIGNATURE			What campus are you based at?

Co-PI

NAME		RANK	
DEPARTMENT 1	COLLEGE 1		% OF APPOINTMENT
DEPARTMENT 2	COLLEGE 2		% OF APPOINTMENT
CO-PI SIGNATURE			What campus are you based at?

Applicant Information**FY25 TIER 1 Application Co-PI Signatures****Co-PI**

NAME		RANK	
DEPARTMENT 1	COLLEGE 1		% OF APPOINTMENT
DEPARTMENT 2	COLLEGE 2		% OF APPOINTMENT
CO-PI SIGNATURE			What campus are you based at?

Co-PI

NAME		RANK	
DEPARTMENT 1	COLLEGE 1		% OF APPOINTMENT
DEPARTMENT 2	COLLEGE 2		% OF APPOINTMENT
CO-PI SIGNATURE			What campus are you based at?

Co-PI

NAME		RANK	
DEPARTMENT 1	COLLEGE 1		% OF APPOINTMENT
DEPARTMENT 2	COLLEGE 2		% OF APPOINTMENT
CO-PI SIGNATURE			What campus are you based at?

If you have more than 6 PIs on your proposal, please contact Jenna Horan at j.horan@northeastern.edu

Your proposal can ONLY be submitted by the Contact Co-PI (junior faculty must be Contact Co-PI for Mentored Awards)

Please visit the [TIER 1 Submission Guidelines](#) on the Research Development website for detailed instructions and link to the AmpliFund FY25 TIER 1 Application Portal.