The Flossie E. West Memorial Foundation  
Award dates:  
May 1, 2017 – April 30, 2018  

GENERAL:  
• The Flossie E. West Memorial Foundation provides support for research relating to the study and cure of cancer.  
• Multiple grants may be awarded for up to approximately $25,000 dependent on foundation funds.  
• Awards are intended as seed money to develop pilot data for proposals to be submitted to governmental agencies, foundations, or industries.  
• Funds are restricted to WSU faculty project expenses.  
• If you have received Flossie West funding, you MUST include a copy of your final report with your application.  

ELIGIBILITY:  
• All WSU faculty members with research interests in the study of cancer are eligible.  
• A faculty member may only participate on one application as a PI or Co-PI in any round of funding  

CRITERIA FOR EVALUATION:  
• Soundness and significance of the proposed research  
• Validity of methodology  
• Qualifications of applicants  
• Potential for future external support  

AWARDS:  
• Awards are made by the Vice President for Research & Technology Transfer from recommendations by the Faculty Support Committee and subject to available funds.  
• Awards will be announced April 2017.  

REPORTING:  
• Awardees will be expected to file a mid-project report with the Foundation by November 1, 2017, and a final report by July 1, 2018.  
• Each report must include a description of progress made in the research and a list of expenditures.  
• The final report should also discuss plans for continued research and attempts to be made to secure additional funding from external sources.  

DEADLINE:  
• Proposals must be received in the Office of Research and Technology Transfer (RTT). Campus Box 7, Attn: Karen Davis or proposals@wichita.edu by 5:00 pm, March 3, 2017.  

INFORMATION:  
• For more information about this grant program or the application process, please call Karen Davis, Office of Research and Technology Transfer, ext. 6808.
What to Submit

PROJECT APPLICATION FORM
• Complete and return the Project Application form as part of your submission.

PROJECT PROPOSAL -
• Please provide information about your project so that reviewers can assess the quality, feasibility and significance of the project. Proposal MUST be written in plain, everyday language. Do not assume the reviewer knows your area of expertise.
• Any page(s) exceeding the specified page limitations will be removed before circulation to the reviewers.
• If you have received prior Flossie West funding, you MUST include a copy of your final report.

ABSTRACT - Limit to one (1) page
• Provide a brief narrative in non-technical language describing the project, its overall goals and objectives, and the approach/methodology to be employed.

NARRATIVE - Limit to five (5) pages
• Provide a narrative detailing in non-technical language the project, its overall goals and specific objectives, and the approach/methodology to be employed.

BIOGRAPHICAL SKETCH OR VITAE - (PI and Co-PIs) - Not to exceed 2 pages total
• The vitae must delineate the applicant’s role in multi-authored citations (e.g., primary author, secondary author, principal investigator, co-principal investigator, data collection, data analysis, director, choreographer, etc.). As there are different ways of interpreting authorship order across disciplines, you must indicate your role on all publications listed or state the significance of author order for your discipline. Failure to include this information may result in your application being deemed non-compliant.

BUDGET AND JUSTIFICATION
• Submit a detailed budget with an explanation justifying the amount requested under each category. Budget should be on a separate page. See ALLOWABLE COSTS.
• If salaries are budgeted, the appropriate Fringes must also be budgeted.
• If appropriate, the cost of animal care and costs of disposal of radioactive wastes and hazardous wastes/biohazards must be included in the proposal budget.
• Please consult the FY16 Rate sheet on the RTT website when preparing your budget. If you would like help with your budget, please contact the Pre-Award Team at 316-978-3285 or email proposals@wichita.edu.

ALLOWABLE COSTS:
• Funds may be requested for salary and benefits for student assistants, equipment, supplies, duplication, communication, and token compensation for subject participation in the research project.
• Funds for travel to coordinate or collaborate with colleagues or to use facilities at another institution may be included but costs for travel to attend meetings and present results are not allowed.
• Roles of student/technical assistants must be clearly defined.
• Costs NOT allowed include faculty salary/fringe, materials readily available from the departments; travel to present findings; course development; text book writing or typing;
page review, and reprint charges; dissertation preparation; food/catering service; and gift certificates/cards.

- Each item requested should be justified in the budget explanation.
- Allowable expenses must be incurred and processed by June 15, 2018.

**SUBMISSION**

- Complete applications should be returned to Karen Davis, Office of Research and Technology Transfer (RTT) either electronically to proposals@wichita.edu or hardcopy to Campus Box 7 no later than **5:00 PM on March 3, 2017**. Electronic applications should be submitted as one document (WORD or PDF) and hardcopy applications must be single-sided. If you need help assembling your submission, please work with a member of the Pre-Award Team. **Incomplete or late applications will not be reviewed.**

Failure to follow **ALL** application instructions may result in your application not being reviewed/considered for funding.