PSC-CUNY Research Award Program
Grants Officer Quick Reference Sheet for Cycle 49

Eligibility

Is the applicant eligible?

- CUNY
- Permanent
- Full time

Tenure Status

- If tenured, an applicant may only receive 2 awards in any 3 year period, only 1 may be an Enhanced.
- Untenured have no such restriction.
- For cycle 49, the three year period is cycles 47, 48 & 49.

App Specs

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<tr>
<th>Award Category</th>
<th>TRADITIONAL A</th>
<th>TRADITIONAL B</th>
<th>ENHANCED</th>
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<td>Separate Budget Justification</td>
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<td>Applications per cycle</td>
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Final Things to Look Over

- Are all expenses properly justified?
- Does the Budget section of the Abstract match the Project Description (or Detailed Budget Justification)?
- Are all budget items explained and justified?
- iPads and other computer purchases are restricted but permissible if properly justified.
- Tuition or stipend payments are not allowable.
- eReaders (Kindles, Nooks, etc.) are not allowable.

Other Funding Sources

- Applicants with over $100,000 in direct costs for the period of the grant (July 1st 2018 through June 30th 2019) are INELIGIBLE to apply for TRADA or TRADB.
- Co-PI’s share half the total, unless otherwise stipulated
- When considering multi-year awards, divide total direct costs by number of years.

Multiple Applicants

- Co-PIs must meet all eligibility criteria.
- One application per person, per cycle, as either PI or Co-PI: applicants cannot apply as a PI and a Co-PI in the same cycle.
- Co-PIs are NOT eligible for Released Time or Summer Salary.

Budget Area Hints & Double-Checks

DOMESTIC & FOREIGN TRAVEL:

- All research related travel is reimbursable for up to 60 days, provided that travel AND purchases occur within project period.
- Travel purchases can be made starting May 1st 2018 however, physical travel cannot occur until the start date, July 1st 2018.
- RF adheres to U.S. State Department per diem rates, regardless of requested amount.
- RF only permits reimbursement for U.S Flag air carriers, the only exceptions are authorized European carriers per the U.S.-EU Open Skies Agreement (European Union Countries) or on a Swiss, Australian or Japanese’s carrier airline carriers.
- Conference travel is allowable and may include transportation, lodging, meals and registration.

RELEASED TIME

- Flat amount: salary = $3,000, fringe = $1,530
- TRADA cannot support Released Time

SUMMER SALARY

- Maximum yearly salary (including expected Summer Salary) is $106,700.
- Maximum request for Summer Salary is $3,500 (TRADA: salary = $2,777, fringe = $722
- TRADB & ENHC: salary = $3,500, fringe = $910).

Helpful Links:

- Eligibility: https://www.rfcuny.org/RFWebsite/research/content.aspx?catID=2940
- Sample Apps: https://www.rfcuny.org/RFWebsite/research/content.aspx?catID=3100
- Fly America Act: https://www.gsa.gov/portal/content/103191
- Domestic Per Diem: http://www.gsa.gov/portal/content/104877
- Foreign Per Diem: https://aoprals.state.gov/web920/per_diem.asp