

# School of Health and Human Sciences

## 2026 Faculty Research Grants

### APPLICATION GUIDELINES

The HHS Office of Research provides competitive internal research grants for which all HHS faculty can apply; this includes tenured and tenure track faculty. Also, AP faculty whose positions require external research funding may apply. **These awards are for projects showing strong potential for leading to subsequent external funding.** Collaborative efforts are encouraged.

Deadline: January 20, 2026 by 5:00 pm (original applications)  
March 16, 2026 by 5:00 pm (revised applications, if requested)

Funding period: April 2026 through August 2027

Budget limit:\* Up to \$5,000 for individual projects  
Up to \$10,000 for collaborative projects involving 2 or more HHS faculty members

\* Please see the 2026 HHS Top-Off Funding Program for 2026 HHS Faculty Research Grants as a possible mechanism to supplement these budget limits.

Access the 2026 HHS Faculty Research Grant guidelines and application materials via the [InfoReady Review](#) platform. Please log in/create an account, fill out the electronic sections of your application, upload the required documents as one PDF document, and begin the electronic routing process to garner approval of your application prior to the deadline. Questions may be directed to Lisa Walker, HHS Assistant Dean for Research Finance and Operations, at [lbwalke2@uncg.edu](mailto:lbwalke2@uncg.edu).

### General Guidelines

- Two or more HHS applicants may submit a collaborative proposal with a budget of up to \$10,000. The unique role of each collaborator must be clearly defined in the proposal via a multiple PI plan.
- Applicants may only submit one proposal, either individual or collaborative.
- An individual, collaborative team, or a member of a collaborative team cannot apply for an additional HHS Faculty Research Grant if they have an active HHS Research Excellence Grant/Faculty Research Grant or active HHS Top-Off Funding; the current grant/top-off funding must expire prior to applying for another one.
- In some cases, a project may require specialized expertise that is beyond the expertise of the primary faculty investigators. In such cases, they may include an expert advisor/consultant/technician who will provide specific services necessary to complete the proposed research but is not a key contributor to the conceptualization or direction of the project as whole. Typically, the expert advisor should be named, and their role clarified in the method section of the proposal. HHS faculty can serve as an expert advisor on multiple simultaneous applications/projects if well-justified, and being an expert advisor does not make them ineligible to apply for these funds as an investigator.

If funds are requested to pay the expert advisor for their services, the fee should be in line with the rendered services.

- Applicants may apply for both the HHS Faculty Research Grant and the UNCG Office of Research and Engagement (ORE) internal grants (i.e., New Faculty or Regular Faculty Grant, P2 Grants); however, applicants may not receive funding from dual sources for the **same** project during the same academic year. Applications may be related and build upon one another by: (a) adding additional measures that require additional funds, (b) increasing the sample size, and/or (c) adding a follow-up data collection point. If HHS and ORE applications are related to one another, applicants must provide the awarded ORE application along with the HHS application, clarify the distinction, and provide a budget that includes how funds from each source will be used.
- Once proposals are scored based on standard criteria, funding priority will be given to proposals from: (a) junior faculty; (b) faculty whose proposed projects expand their prior program of research (e.g., new population, new approach, integration of new constructs, new topic) and/or from (c) multidisciplinary teams. Lowest priority will be given to faculty members who received internal funding for research proposals from the HHS Office of Research or from the UNCG Office of Research and Engagement within the past 3 years.
- All communication about proposals and their review is considered confidential. Information about funding of specific proposals can be communicated only from the HHS Office of Research.

### Proposal Review Process

All proposals submitted to the internal grants' competition are reviewed by members of the HHS Research Advisory Committee and ad hoc reviewers or alternates, when potential conflicts of interest arise.

Prior to the review meeting, initial ratings of the proposals are made on a 9-point scale by a primary and secondary reviewer, who then describe the application and its merits and limitations to the rest of the reviewers at the meeting of the full committee (including ad hoc reviewers and any alternates). Following group discussion, all reviewers provide a final anonymous rating that is averaged. Then, recommendations are made to the HHS Associate Dean for Research who notifies applicants of the results of the review. Applicants will receive feedback from the committee on their proposals.

All grants will be evaluated on merit. The following criteria are used:

- Innovation and significance: Does the application utilize innovative/theoretical concepts, approaches or methodologies or interventions? Will the project advance scientific knowledge, technical capability (including furthering capacity for current/future community-university research partnerships) or clinical practice, including relevant work in the local community? Are the specific aims well-written and appropriate for the scope of the project?
- Project design and procedures: Are the overall strategy, methodology and analyses well-reasoned and appropriate to accomplish the specific aims of the project? Are there clear research questions and/or measurable hypotheses? Is the timeline realistic? Are the analyses, whether statistical or qualitative, appropriate for the design of the project?
- Other internal support: For applicants who have received prior internal support—what progress did they report? Have they presented their findings at research meetings and/or in the local community, have they published manuscripts, whitepapers, etc., have they applied for external funding?

- Planned external support: What are the plans for external support? Is the funding agency named and, if appropriate, any special program announcements? Are the planned submission dates stated? Did he/she explain how the completion of this proposed internally funded project will make him/her more competitive for external funding?

After initial review, revisions may be requested in a short time frame. The invitation to revise does not guarantee ultimate funding; revised applications will undergo review using the above-named criteria, with particular attention to the adequacy of the response to prior concerns or requests for additional information. The purpose is to use this mechanism as an opportunity for professional development related to grant writing. Revised applications must follow the same guidelines regarding page length and content and must be accompanied by a 1-page introduction to the revised application that summarizes responses to the prior review. Samples are available in the HHS Office of Research upon request.

### Commitment on Receipt of an Internal Grant

Acceptance of an HHS Faculty Research Grant carries with it certain responsibilities. Recipients agree to:

- Submit a final report on the appropriate form to the HHS Office of Research within two years of the grant being awarded, April 30, 2028.
- Follow all federal, state, and university compliance, research integrity, and safety regulations, policies, and guidelines. (<https://integrity.uncg.edu/>)
- Follow all travel and other related financial guidelines accessed through the UNCG Finance policies, procedures, and guidelines as follows: [Controller's Office Policies & Procedures](#), [Travel Manual](#), [Procurement Policies & Procedures](#), and [Spending Guidelines](#).
- Complete all work during the funding period or send a written request for an extension to the HHS Associate Dean for Research prior to the end of the grant period.
- Route all invoices to the appropriate office within 30 days of incurring the expenditure.
- Include an acknowledgement of support from UNCG on any publication or presentation of work funded fully or in part from an HHS Faculty Research Grant.
- Consider all equipment, books, manuscripts, copies, research apparatus, and other research materials purchased with grant funds to be the property of UNCG.
- Reimburse UNCG for any expenditure in excess of the total budget, for charges not allowed, or for expenditures made beyond the grant expiration date.
- Inform the HHS Office of Research and return funds to UNCG if the grantee leaves the University during the funding period.
- Release all grant funds remaining at the end of the grant period back to the HHS Office of Research.

### Additional UNCG Internal Funding Sources

- International research: [The Kohler Fund](#) administered by the Global Engagement Office offers supplemental support to faculty who receive internal grants to conduct international research; follow this link for the [Kohler Fund application](#). This application should be submitted by the principal investigator to the IPC once applicants have been notified of receipt of funding for their internal grant.
- Publication and media production expenses: Support for publication expenses, media development expenses, and exhibition or performance expenses are available through the [Publication and Exhibition Subsidies mechanism](#).

- Undergraduate research: [The Undergraduate Research, Scholarship & Creativity Office](#) provides support for undergraduates working with faculty on research projects.
- Travel: The [Scholars' Travel Fund](#) supports faculty travel to professional conferences in the US, Canada, & Mexico. The [International Travel Fund](#) sponsored by the International Programs Center supports travel to international conferences.