

## FY26 Public Service Grant Program

The Public Service Grant Program to promote community engaged scholarship of the University of Massachusetts Boston supports community engaged research and creative activity resulting from a partnership between faculty or research staff members and community groups or members, broadly conceived. Scholarship is community engaged when it involves reciprocal partnerships and addresses public purposes. Scholarship is community engaged when faculty, research staff, students, community-based organizations, government agencies, policy makers, and/or other actors work together to identify areas of inquiry, design studies and/or creative activities, implement and evaluate activities that contribute to shared learning and capacity building, disseminate findings and make recommendations or develop initiatives for change.

The purpose of this grant is to build the capacity of campus members to engage in authentic, collaborative research partnerships for public benefit and to provide incentives that foster and stimulate the conduct of community-engaged scholarship and creative activity. The grant supports community-engaged scholarship and creative activity that leads to commonly recognized scholarly outcomes. For example, community engaged scholarship can be published in academic venues like peer-reviewed journals and university press books, but such products are not the only outcomes. Community engaged scholarship also produces publicly relevant results in the form of reports, exhibits, multimedia presentations, installations, policy briefs, court briefings, legislation and other public products; and can lead to outcomes such as changes in policy and practice, legislative action, enhancing community capacity, and contributing to public discourse.

Furthermore, the university is a 2015 recipient of the Elective Classification for Community Engagement from the Carnegie Foundation for the Advancement of Teaching, a 10-year award made to “institutions that have made extraordinary commitments to their public purpose.” The Carnegie Foundation defines community engagement in this way:

*Community engagement describes the collaboration between institutions of higher education and their larger communities (local, regional/state, national, global) for the mutually beneficial exchange of knowledge and resources in a context of partnership and reciprocity.*

*The purpose of community engagement is the partnership of college and university knowledge and resources with those of the public and private sectors to enrich scholarship, research, and creative activity; enhance curriculum, teaching and learning; prepare educated, engaged citizens; strengthen democratic values and civic responsibility; address critical societal issues; and contribute to the public good.*

<b>Deadline</b>	<b>FY26 applications accepted from March 3, 2025, through March 31, 2025, at 5:00 PM EST. Contact your Departmental Research Administrator for further guidance.</b>
Awards Announced	~June 9, 2025
Maximum Award	\$7,500

For additional information, please contact [internal.grants@umb.edu](mailto:internal.grants@umb.edu)

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### Eligibility to Submit a Proposal

Current UMass Boston faculty or research staff members are eligible to submit a proposal for consideration. Single or multi-PI applications are eligible, including non-UMass Boston senior personnel (unfunded collaborators).

### Application and Submission Information

- Internal grant application will be opened and live for use starting Monday, March 3, 2025.
- Applicants are required to submit an **ORSP Internal Grant Application**. Applicants must contact their Departments Research Administrator for assistance in submitting their application. DRA assignments can be located here:

<https://www.umb.edu/research/orsp/contact-us/by-dept/>

### Checklist of Proposal Submission Items

1. Request only those items indispensable to the project and not available through one's department or from other funding sources.
  - a. **Allowable budget items:**
    - Graduate & Undergraduate research assistants
    - Required supplies and materials
    - Travel costs that are necessary to conduct the research
    - Human Subjects – study recruitment costs
    - Funds to conduct research using the [UMass Boston Core Facilities](#)
  - b. **Unallowable budget items:**
    - Course buyouts, salaries, or additional compensation for PI or Co-PIs
    - Travel to present results of research
    - Subaward or consultant costs at other institutions
    - Capital equipment - Computers, laptops, peripherals are not allowed.
  - c. Budget Notes
    - Project Period: 07/01/2025 to 12/31/2026
    - Maximum budget: \$7,500
    - Indirect costs are not included in any internal application
2. Budget Justification – Provide a justification for each budget line item. Use the comment area in the budget section of the form.
3. Abstract – Abstracts are a maximum of 1 page, with a font size no smaller than 12. Please include the following;
  - a. A succinct project description and summary of the proposed work which should be informative to other persons working in the same or related fields
  - b. If applicable, briefly describe the interdisciplinary or multi-disciplinary nature of the proposed project
4. Project Narrative - Narratives are a maximum of **4 pages (including references)**, double-spaced, with a font size no smaller than 12. This is the core of the proposal describing the

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project for which funding is being requested. The applicant must be as clear as possible, remembering that the review committee will represent various disciplines and program areas and will not necessarily have strong expertise in the subject matter of the proposal. **The project narrative will be evaluated based on the following elements:**

- a. Significance of the proposed project
  - b. The primary target audience of the proposed project
  - c. The collaborative partnership with community organizations, agencies, and/or members
  - d. Project goals and objectives with a timeline for accomplishment
  - e. Set of activities that will be used to carry out the proposed project
  - f. Anticipated outcomes of the proposed project
  - g. Plan for follow-up and evaluation to determine that the project will build community capacity and address public purposes
5. [Biosketch\(es\)](#) - a biosketch is needed for each PI and Key Personnel – maximum **3 pages**. Further instructions are on the Biosketch Template found [here](#).
  6. [Current and Pending Support](#) - PI's and all Key Personnel must each complete the Current and Pending Support form found [here](#).
  7. **Other Attachments** -Letters of collaboration should be limited to stating the intent to collaborate and should not contain endorsements or evaluations of the proposed project. Letter of Collaboration Template found [here](#).

## Review Process and Committees

Each Internal Funding Opportunity has its own Review Committee. Each committee is comprised of university faculty and research staff members and will review all proposals and make award recommendations. The final funding and award decisions will be made by the Vice Provost for Research. The committee will evaluate, score, and rank each eligible proposal according to the following merit criteria:

- Significance
- Approach/Project Design
- Innovation
- Goals and Objectives
- Project Outcomes
- Investigator(s) Qualifications

## Award Management

The Public Service Grants are administered in accordance with established university fiscal procedures and policies relating to the conduct of sponsored programs. The anticipated project period will be from July 1, 2025, to December 31, 2026. All budget expenditures and project activities must occur within the project period.

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### **The following conditions are made to all awards and must be adhered to by each recipient:**

- A final project report must be submitted via email by December 31, 2026, summarizing grant activities, expenditures, and outcomes. Please access the ORSP internal grants page to access the most up-to-date final report template.
- One copy of submitted, published, or conference papers and facsimiles or descriptions of artistic creations that result from the project activities must be emailed when they become available.
- All publications resulting from the grant project and all narratives associated with exhibitions or performances of works resulting from the grant project must acknowledge the assistance of the Public Service Grant program of the University of Massachusetts Boston.