Catalyst Grants: Large Seed Grants for Research and Scholarly Activities
Division of Research at Bowling Green State University

Key Dates:
- **Fall 2025 Application Deadline: Friday, October 10th at 5:00pm ET**
  - Funding Period for Fall 2025 Catalyst Grants: December 1, 2025 to December 1, 2026
  - Project Report's deadline: December 31, 2026
  - Deadline to submit an external grant proposal and final report: December 31, 2027
- **Spring 2026 Application Deadline: Friday, February 13th at 5:00pm ET**
  - Funding Period for Spring 2026 Catalyst Grants: April 1, 2026 to April 1, 2027
  - Project Report's deadline: May 12, 2027
  - Deadline to submit an external grant proposal and final report: May 12, 2028

Purpose:
Structured as a seed grant, Catalyst Grants provide eligible BGSU faculty members with up to $10,000 to conduct pivotal research, which will result in the submission of a substantive external grant proposal of at least $100,000 plus indirect costs. Any award from the external proposal must be made to BGSU and not to the individual faculty member (e.g., fellowships, residencies).

In the event that the (a) external proposal, (b) project report, and (c) final report are not submitted by their deadlines, the faculty member will be ineligible to receive internal grant funding from the Division of Research for 3 years from the Catalyst Grant's end date.

Costs may include faculty summer salary, faculty release time to perform research (with the consent of the applicant's department chair/school director and college dean), graduate assistant tuition and/or stipends, supplies, and travel for research. Funds may only be used to support BGSU faculty, staff, or students.

Eligibility:
- All BGSU Bargaining Unit Faculty Members (BUFMs) are eligible to apply.
- Applicants can be a PI on one (and only one) funded Catalyst Grant per academic year.
- Faculty may not receive more than 1 Catalyst Grant per year. Faculty may not have more than 1 active Catalyst Grant at a time. Faculty may not receive a Catalyst Grant in 2 consecutive years, and faculty may not receive more than 2 Catalyst Grants within a 5-year period.
- Faculty who previously received a Catalyst Grant may not receive another award until they meet the external submission requirements.
- Faculty with active start-up fund accounts are generally *not* eligible for Catalyst Grants unless the applicant can demonstrate why their start-up funds are unable to support of their proposed Catalyst Grant activities.
- Applicants who already have external funds must demonstrate how the use of those funds will not overlap with the required Catalyst funds.
- The Catalyst Grant should be used to conduct pivotal research which will result in the submission of a substantive external grant of at least $100,000.
- Applicants should follow BGSU's University travel policies (such as 3341-6-47 and 3341-3-83) and purchasing policies.
- Retroactive requests for funding will not be considered.

- o All expenditures for Fall 2025 Catalyst Grants must be spent between December 1, 2025 and December 1, 2026.
- o All expenditures for Spring 2026 Propel Grants must be spent between April 1, 2026 and April 1, 2027.

Requirements

1. The external award must be made to BGSU (not individuals).
2. Recipients of Catalyst Awards must submit an external proposal (as PI) with a budget of at least $100,000 within 1 year of the internal project's end date.

Application Process:

1. Eligible faculty should submit their application information and materials using the Catalyst Grant's online application form. Applications submitted by email will not be considered.
   - o Fall 2025 Catalyst Grant applications are due by Friday, October 10th at 5:00pm ET.
   - o Spring 2026 Propel Grant applications are due Friday, February 13th at 5:00pm ET.
2. The application requires the following information:
   a. Applicant's name, email address, office phone, job title, department/school, and the name and email address of the budget administrator in your department/school
   b. General Project Information (e.g., the project's title, start and end dates, abstract)
   c. External Sponsor and Grant Program Information that identifies at least two potential external funding mechanisms (i.e., 1 primary option and at least 1 backup option) for a future proposal submission and how it builds from the Catalyst Grant project
   d. Project Description and Broader Impact
   e. Budget and Justification that describes how the Catalyst Grant's funds will be spent
   f. Statement of Need: Please clarify the significance of the project and provide a brief explanation of why the funds are needed. If the applicant already has external funding, professional development funds, and/or start-up support, please explain why additional funding is needed.

Review Process

1. The Division of Research will screen each application to confirm its eligibility.
2. Next, the Faculty Research Committee (FRC) will review each application using the award's rubric.
   a. Proposals from early career faculty members will be given preference after all proposals are equally considered based on merit.
   b. Support for research that will result in the submission of larger external grant proposals will be given preference.
   c. Because Catalyst Grants are funded entirely from F&A, proposals that target external funding sources accepting BGSU's full F&A rate will be given preference after all proposals are equally considered based on merit.
3. All applicants will be notified about their funding decision by November 25, 2025 (for Fall 2025 applications) and March 13, 2026 (for Spring 2026 applications).

Project Report and Final Report

Each Catalyst grant awardee will submit 2 reports using our online project and final report forms.

1. **Project Report:** Submitted 30 days after the grant's final expenditures have been made or by the project report's deadline (December 31, 2026 for Fall 2025 Catalyst Grants and May 12,

2027 for Spring Catalyst Grants), the project report identifies key grant activities, the project's final budget, and the Catalyst Grant's impact.
2. **Final Report:** This brief report documents key about the external grant submission(s) the awardee completed (connected to their Catalyst Grant).

Failure to submit the (a) external grant proposal, (b)project report, and (c) final report by their deadlines will disqualify the awardee from receiving future internal grants from the Division of Research for 3 years from the Catalyst Grant's end date.

Catalyst Grant: Scoring Rubric

The evaluators will use the following criteria to evaluate the applications. Applications that are incomplete, late, and/or do not meet the award's eligibility requirements will not be considered.

External Sponsor(s) and Grant Program(s) (20 possible points)

The proposed research project's goals are strongly aligned with the goals of the identified external grant program(s).	20 points

Project Narrative (40 possible points)

The narrative is clear, concise, and sufficiently non-technical to be understood by a broad audience.	10 points
The narrative provides a succinct description of the current state of knowledge of the field.	5 points
The project's research questions are relevant (given the current state of knowledge of the field) and align with the project's goals.	5 points
The significance statement is compelling.	5 points
The methodology is clearly described and aligns with the project's research questions.	5 points
The project realistically can be completed within the funding period.	5 points
The project's anticipated outcomes will support the applicant's external grant proposal.	5 points

Broader Impact (10 possible points)

The project's outcomes will make a positive impact on the public good.	10 points

Budget & Budget Justification (20 possible points)

The budget supports the goals of completing the project.	10 points
The budget is realistic and appropriate.	10 points

The Principal Investigator's Qualifications (10 points possible)

The PI has a strong research record related to the project.	5 points
The PI has the skills and expertise needed to complete this project.	5 points