The Battelle Engineering, Technology and Human Affairs (BETHA) Endowment

Frequently Asked Questions

How often is the competition held?

The Battelle Endowment is an annual competition. The submission deadline for 2014-2015 proposals is **Tuesday, November 25, 2014, at 5 p.m.**

How many grant applications are received each year?

The number of applications varies from year to year. Past years have seen as many as 40 and as few as 17 submissions.

How many grants are awarded each year?

Typically, three to six projects are funded each year, depending on available funds.

When will the grants be awarded?

Award announcements are made in mid-to-late March.

Can adjunct or part-time faculty apply?

No. Only full-time assistant, associate and full professors (with a minimum 75% appointment for a nine or 12-month period) can apply for Battelle Endowment funding. However, adjunct, part-time faculty or permanent staff may serve as part of the investigator team.

Is there a specific format to be used for the budget?

Yes. The required pre-formatted budget template is provided for you in three formats: fillable PDF, Excel and Microsoft Word. Grant proposals submitted using other budget forms will not be accepted.

Do I need to submit an electronic copy of the proposal?

Yes. This entire proposal must be sent electronically as a single PDF document to betha@research.osu.edu.
How long should the biographical information be for each investigator?

No longer than one page (one-sided).

Can the project narrative be more than 5 pages/1,500 words?

No. If you choose to include references/graphics/figures/footnotes, they must fit within the five (5) page limit. However, additional essential supporting information can be posted on a website and the URL included within your five pages.

Should I send the support letters separately?

No. All support letters must be included with your application packet.

Who should write the letters of support?

Support letters must be included from the project coordinator’s department chair and dean. (If you are a department or unit chair, request a letter from your dean.) If your project involves collaborators from outside of Ohio State University, include letters from them stating their commitment to the project. Regardless of your position, you are not permitted to write your own letter of support.

If I have received a Battelle Endowment grant in the past, can I apply for a new grant?

Yes, however, you must wait one (1) year after submitting your final report for the previous project before applying for a new grant.

Can I apply for a multiple-year grant?

Battelle Endowment grants are usually for a period of two (2) years. If special circumstances require additional time for your project to be completed, please clearly explain these in the project narrative and the committee will take this into consideration.

Who is on the Battelle Endowment committee?

Committee members are current Ohio State University professors from a variety of disciplines. Many are past Battelle Endowment grant recipients.

What happens to the materials and equipment purchased through a Battelle Endowment grant?

All materials and equipment purchased are the property of The Ohio State University. At the end of the grant period, all equipment and unused materials and supplies (regardless of the cost) will be handled by the project coordinator’s college or department.

What if my research involves human or animal subjects?

Research involving human or animal subjects must be approved by The Ohio State University’s Institutional Review Board (IRB) or Institutional Animal Care and Use Committee (IACUC). For more information, contact the Office of Responsible Research Practices at 688-8457 or refer to their website at orrp.osu.edu/
What is the usual amount of Battelle Endowment grants?

Awards range from total amounts of $10,000 to $60,000 for the two-year project.

If I plan to hire a graduate student, do I need to include a tuition waiver?

Yes, using the following requirements:

- If the graduate student(s) will be hired for 50% time, include costs for their full tuition waiver and fringe benefits
- If they will be hired for 25% time and do not have another position, include costs for their full tuition waiver and fringe benefits
- If they will be hired for 25% time and have another 25% position, include costs for 50% of their tuition waiver and fringe benefits

How much is a tuition waiver?

Check with the fiscal staff in your department to determine the exact amount necessary for your field. Please refer to the registrar’s website for the most current information regarding tuition and fees. registrar.osu.edu/FeeTables/MainFeeTables.asp

Do I have to pay fringe benefits for all employees hired through this grant?

The university subsidizes a portion of health insurance costs for graduate students. If you are hiring a graduate student, check with your department's fiscal staff to determine the exact amount for fringe benefits.

What if I overspend my grant funds?

If your account is overspent, it is the responsibility of your department to repay the Battelle Endowment.

Are there any tips you can offer to help improve my chances of being awarded a grant?

- Double check the math on your budget form
- Make sure your application clearly explains how your project fits the Battelle Endowment mission
- Request letters of support from department chairs and deans well in advance of the deadline. Proposals submitted without these letters will not be accepted.

What if I still have questions?

Contact the Battelle Endowment coordinator at betha@research.osu.edu.