



OFFICE OF RESEARCH &  
SPONSORED PROJECTS

## SUMMER INCENTIVE FOR PROPOSAL DEVELOPMENT (SIPD)

### Overview

The Office of Research & Sponsored Projects is pleased to announce the Summer Incentive for Proposal Development (SIPD). This initiative aims to support faculty in crafting and submitting high-quality grant proposals to external funding agencies. Additionally, it aims to initiate a culture of grant-seeking within our institution by providing resources and support to faculty involved in funding pursuits. We warmly encourage you to use this opportunity to enhance your proposals and contribute to our collaborative research endeavors. Five faculty members will be awarded up to \$5,000 stipends each to submit a complete grant proposal to ORSP that includes all required components as stipulated in the funding agency guidelines by August 24<sup>th</sup>, 2026. The applicant chooses the funding agency.

The stipend structure is as follows:

- A stipend of \$4,000 for writing a proposal that targets an external grant of \$150,000 or more.
- An additional \$1,000 is available for proposals targeting \$200,000 or more in funding. Proposals must be completed by the end of the performance period (August 24, 2026).
- The stipend includes fringe benefits. It will be paid in a single payment in August 2026 upon verification of a draft of a complete proposal submitted to ORSP.
  - Condition for Payment: Awardees must submit a complete, solid draft proposal to ORSP by August 24, 2026, adhering to the timeline provided in their application.

### Performance Period and Requirements

The performance period spans June 02 to August 24, 2026, offering flexibility for a 4 to 10-week contiguous period. Awardees submit their proposal to ORSP by August 24, 2026, and to the external funding agency between August 24, 2026, and August 23, 2027 (within one calendar year).

Letters of completion are issued upon completion of the SIPD program, documenting both successful and unsuccessful outcomes.

The Provost and VP of Academic Affairs will receive a final report summarizing the SIPD program's outcomes by September 1, 2027.

### Eligibility

Open to tenured and tenure-track faculty. **Ineligible** applicants include:

- Faculty in administrative roles (e.g., chairs, deans).
- Those with internal university grants during the performance period.
- Those with summer salaries from external grants exceeding \$10,000.



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- Faculty teaching summer courses during the specified SIPD performance period as indicated by the applicant.
- Fixed-term or academic professional track faculty, which are non-tenure-track faculty.

H1B Visa Holders: Eligible to apply, but the Department of Labor may require additional documentation if the stipend exceeds 10% of the amount on their H1B paperwork.

Individual applicants may submit only one request. Recipients may receive only one award, and awards cannot be deferred or extended.

*Non-compliance:* Failure to submit a complete, solid draft proposal to ORSP by August 24, 2026, **and** failure to submit a complete proposal to an external funding source will result in ineligibility to apply for the SIPD for the next three years and a one-year disqualification from applying for internal grant funding.

### Deadline

Applications are due as PDFs to [grants@tamiu.edu](mailto:grants@tamiu.edu) by Monday, May 25th, 2026, at 8:00 AM. Awardees are notified by **June 02, 2026**.

### How to Apply

Submit the following:

1. **Narrative (800–1,000 words):**
  - Identify the target agency and specific grant opportunity (\$150,000 or more).
  - Include the project title, purpose, significance, and justification for alignment with agency goals.
  - Provide an impact statement: How the grant advances your research and institutional priorities.
2. **Timeline:** This is a one-page schedule (To-Do List with Due Dates) for 4 to 10 weeks. In your timeline, include the submission dates to ORSP and to the funding agency.
3. **Biosketch:** A current biosketch (NSF format, 3-page limit) highlighting grant-relevant expertise. Example: [https://www.ornl.gov/sites/default/files/CV\\_Eleni%20Kyriakidou\\_04\\_11\\_2016.pdf](https://www.ornl.gov/sites/default/files/CV_Eleni%20Kyriakidou_04_11_2016.pdf)

### Review Process

A committee will evaluate applications based on the following criteria:

- *Feasibility (45%):* Likelihood of a competitive, timely submission to ORSP and the funding agency (0–10 scale).
- *Impact (45%):* Value to applicant, institution, and field if funded (0–10 scale).
- *Qualifications (10%):* Relevant experience and capacity (0–10 scale).

Only applications scoring 85% or higher (weighted total) are recommended. Up to five award recipients will be selected. Diversity across disciplines will be considered where possible.



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### Enhanced Support

- **Workshops:** Two interactive grant-writing sessions (virtual/in-person).
- **Mentorship:** Recruitment of a successful grant recipient (optional) to serve as a mentor. The mentor (internal or external) will receive \$500. The mentor's duties should be included in a section after the timeline. The applicant must find their mentor.
- **Consultations:** One-on-one feedback from the Office of Research & Sponsored Projects.
- **Resource Hub:** Access to sample proposals, agency guidelines, and budgeting tools. ORSP will provide an external reviewer before submitting the proposal to the external funding agency.

### Contact

Questions, comments, or concerns:

Ruby Ynalvez at 956.326.3221 / [rynalvez@tamiu.edu](mailto:rynalvez@tamiu.edu)

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*Please see the following page for Frequently Asked Questions (FAQs).*



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### Frequently Asked Questions (FAQs)

#### 1. When and how is the stipend paid?

The stipend (up to \$5,000, including fringe benefits) is paid in a single payment in August 2026, after ORSP verifies a solid, complete proposal by August 24, 2026.

Note: Summer stipends are taxed as supplemental pay at a higher rate (approximately 40%, which includes federal income tax and retirement contributions), resulting in a take-home amount of less than \$5,000 (e.g., roughly \$2,550 for a \$5,000 stipend after deductions).

#### 2. What determines the stipend amount?

Proposals targeting \$150,000 or more in external funding, submitted by August 24, 2026, receive a \$4,000 stipend, and proposals targeting \$200,000 or more, submitted by August 24, 2026, receive an additional \$1,000.

#### 3. Do I need to identify the grant in the application?

Yes, the application must identify the specific target agency and grant opportunities (funding \$150,000 or more).

#### 4. Can H1B visa holders apply?

Yes, but the Department of Labor may require additional documentation if the stipend exceeds 10% of the amount listed on your H1B paperwork.

#### 5. Can I apply if I have other summer pay?

You are ineligible if you have summer salaries from external grants exceeding \$10,000, internal university grants requiring external grant submissions, or are teaching summer courses during the SIPD performance period. Other TAMIU summer pay programs (e.g., SSB summer) may disqualify you if they conflict with SIPD commitments.

#### 6. Who is eligible to apply?

Tenured and tenure-track faculty are eligible, except those in administrative roles or meeting other ineligibility criteria listed in the guidelines.

#### 7. What happens if I fail to submit a proposal?

Failure to submit a complete and solid proposal draft and to submit the proposal to an external funding source will result in an inability to apply for the SIPD for the next three years and a one-year disqualification from applying to the internal grant funding.