



INFORMATION PAPER
**Minerva Research for Defense Education Faculty (R-DEF)
Auxiliary Support Guidance**
as of 7 Jan 2014



This sheet provides guidance to U.S. Professional Military Education (PME) institutions interested in establishing a locally-administered Minerva Auxiliary Support process.

Overarching R-DEF Auxiliary Support guidance:

- PME participation is voluntary. However, only faculty and students at participating PMEs will be eligible for Minerva Auxiliary Support (up to \$20K).
- Irrespective of Auxiliary Support participation, all U.S. PME faculty and students remain eligible to compete for OSD-selected Minerva Research Support awards (\$15K - \$80K).
- Individual PMEs may share an Auxiliary Support process if physically co-located.
- OSD Minerva will review and approve each PME's R-DEF Auxiliary Support process, codified in a Standard Operating Procedure, etc. OSD Minerva leadership is available throughout the process for any questions, assistance, etc. (osd.minerva@mail.mil).
- Once a participating PME's process is approved by OSD Minerva leadership, Minerva will provide participating PMEs annual block funds and regular oversight of R-DEF processes. That PME's faculty and students may then submit proposals using current Minerva topics in accordance with that PME's procedures.
- An approved Minerva Auxiliary Support process will include both OSD-directed and PME-tailored guidance to ensure quality Minerva-related proposals from faculty and students across the PME can be awarded as expeditiously as possible.

OSD-directed Minerva Auxiliary Support process guidance:

- Eligible applicants:
 - All military and government employees who are teaching faculty and students.
 - Contractors and non-teaching faculty are not eligible for Minerva R-DEF funds.
 - If holding a dual appointment with a civilian university, the applicant must clearly explain how the work will benefit the PME and its students.
- Eligible research topics: related to one or more of Minerva's current priority research topics. (See <http://minerva.dtic.mil/topics.html>.)
- Funds available: up to \$20K, in general to be used within one calendar year.
 - Larger grants proposals should be submitted through the OSD Minerva R-DEF Research-Enabling Support award (\$15K - \$80K) selection process.
 - Only R-DEF proposals requesting financial support will be considered.
- Proposals will be evaluated according to the following criteria:
 - Scientific merit and sound methodology;
 - Relevance to social science and expectation of strong support for the goals of the Minerva community; and
 - Itemized budgets, including denoting FY need, with reasonable expenses directly relevant to the proposed research.
- Receiving Minerva R-DEF funds does **not** waive the requirement to obtain permission for travel and conference attendance, as required by individual institutions.
- Minerva R-DEF funds will be used in a way that ensures DoD remains good stewards of taxpayer dollars. These funds will also be used only to research DoD-appropriate topics.

Questions? For additional information about the Minerva Initiative and the R-DEF program, see <http://minerva.dtic.mil/r-def.html> or email osd.minerva@mail.mil.



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OSD-directed Minerva Auxiliary Support process guidance, cont.:

- Items that can and cannot be funded with Minerva R-DEF funds include:
 - Eligible: a reasonable number and duration – with well-articulated justification – of e.g., research travel, faculty-student research, discipline-related conference presentations, or editing support for publishing Minerva research.
 - Ineligible: unjustified, unnecessarily repetitive, or extended research travel; hosted conferences or events not explicitly designed to generate new knowledge; non-presenting conference or event participation; completing work to justify a policy position or advocacy; speaker fees; research unrelated to Minerva’s topics.
 - Editing costs will not exceed \$5K, unless approved by OSD Minerva.
- Reporting Requirements: Participating PME’s will submit to OSD Minerva the following quarterly and upon request: a list of awards made with Minerva R-DEF Auxiliary Support funds, with justification; brief activity statements for all completed travel and supported activities; institution-wide Minerva R-DEF expenditures.

PME-tailored Minerva Auxiliary Support process guidance will include at least:

- Technical and budget POCs’ contact information for that PME’s process.
- How the process will be communicated regularly across the PME’s teaching departments.
- AY in-cycle deadlines (e.g., semester, quarterly, monthly, rolling, etc.).
- Process and approvals for out-of-cycle applications (unless rolling in-cycle).
- The process and by whom proposals will be evaluated.
- How funds will be disbursed and accounted for within the PME.
- Expectations of those receiving R-DEF awards (note: the focus is to promote learning and further research, including of other faculty, rather than creating bureaucracy), e.g.:
 - Present and/or publish findings (e.g., at home PME, with Minerva community, at professional conferences, in journals or books, etc.).
 - Provide Minerva an electronic copy of any published work (or provide a hard copy and electronic notification in the case of a book or other product that is not digitized).
 - Incorporate new knowledge and research within classroom.
 - Assist home PME in developing and/or evaluating future R-DEF applications.
- Any additional information to help clarify and streamline this process.

Minerva FY15 topics (Details at <http://minerva.dtic.mil/topics.html>)

1. Identify, Influence, & Mobilization

- 1A Culture, identity, & security
- 1B Belief formation & influence
- 1C Mobilization for change

2. Contributors to Societal Resilience & Change

- 2A Governance & rule of law
- 2B Resources, economics, & globalization
- 2C Additional factors impacting societal resilience & change

3. Power & Deterrence

- 3A Power projection and diffusion
- 3B Beyond conventional deterrence

4. Innovations in National Security, Conflict, & Cooperation

- 4A Analytical methods & metrics for security research
- 4B Emerging topics in conflict & security

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