

# Call for Proposals

## AASU Faculty Research and Scholarship Grants 2010

AASU's Office of Academic Affairs calls for proposals for funding research and scholarship projects for the 2009 spring semester. **Grants of up to \$2,000 are available for projects that demonstrate a propensity to enhance faculty research and scholarship.** The Research & Scholarship Committee will review proposals and make recommendations for funding to the Vice President and Dean of Faculty. The final decision on funding will be made by the Vice President and Dean of Faculty.

### General Guidelines

- All full-time faculty members (tenure track and non-tenure track) are eligible to apply. Junior faculty members (either on their own or teamed up with senior faculty) are *strongly* encouraged to apply. A faculty member may serve as a *collaborator* on any number of proposals, but may serve as the *project director* on only *one* Research and Scholarship grant or Teaching and Learning grant or Service and Leadership grant per academic year (fall through summer). Grant-supported Research and Scholarship projects must be implemented in the spring of 2010.
- Projects must be research or scholarship in nature. Public service, teaching, and faculty development projects without a strong research or scholarship component will not be funded. For the purposes of this grant competition, the following definitions of research and scholarship are used:
  - "The Code of Federal Regulations defines *research* as "... a systematic investigation, including research development, testing and evaluation, designed to develop or contribute to generalized knowledge."
  - Scholarship* may be defined as any activity "...of critical, systematic investigation in one or more fields and the submission of one's findings for criticism by professional peers and the public through published writings, lectures, or other modes of presentation."\*
  - \*Eric J. Ziolkowski, "Slouching Towards Scholardom: The Endangered American College," *College English*, 58.5 (September 1996), 569.
- Proposals should be clearly written for the non-specialist.
- If the project includes research involving human subjects, Institutional Review Board (IRB) approval may be submitted after the deadline but must be submitted before the grant can be awarded.
- Applications must be made using the attached form. The review criteria (on the next page) must be addressed using *no more than* four pages (double-spaced, 12-point font) in addition to the attached form. However, an optional list of references may be included on a fifth page to support the validity of the research. Appendices other than IRB and IACC Approval forms will not be reviewed.
- Proposals will be evaluated using the criteria on the next page.
- Awards must be spent during the 2009-2010 fiscal year. If deadlines for submission of requests for payment (either salary or other expenses) are not met, payment may be made in the next fiscal year *only upon authorization by the respective department head and the Vice President and Dean of Faculty*. Salary items will be paid as regular compensation at the end of May 2010. Applicable taxes and retirement amounts will be deducted. The award will be charged the employer FICA/FICA MED contribution of 7.65 % and the employer retirement contribution of 9.24 % (TRS) or 8.13 % (ORP). Grant funds may be used for faculty compensation provided the request is communicated to Phyllis Panhorst in the Office of the Vice President and Dean of Faculty by April 23, 2010. All other pay requests (check requests, travel statements, etc.) must be received by Financial Services no later than May 28, 2010.
- Budget requests that include student labor must justify paying the student versus offering course credit.
- Grant recipients must submit final project reports to the Vice President and Dean of Faculty no later than Sep. 25, 2009.
- Completed applications must be received by **6:00 p.m. on Friday, October 30, 2009**. The original application *and* ten copies are to be delivered to **Teresa Winterhalter, Office of Faculty Development (Solms 211)**.
- For further information, contact **Teresa Winterhalter, 344.3135**.

# Competition Review Criteria for Research & Scholarship Grants

*Listed below are the criteria used in reviewing proposals for this competition. Applications must address all criteria as applicable to the discipline and subject matter.*

**ONLY RESEARCH AND SCHOLARSHIP PROJECTS ARE ELIGIBLE. (PUBLIC SERVICE, FACULTY DEVELOPMENT, AND TEACHING/LEARNING PROPOSALS WITHOUT A STRONG CENTRAL RESEARCH OR SCHOLARSHIP COMPONENT WILL NOT BE CONSIDERED.)**

## **I. Need**

Does the application show the significance of the project to the field, the University, and/or the applicant's professional development?

Is there evidence that what is asked for in the proposal is necessary to the project?

## **II. Validity**

Does the proposal show that the project fits into the most current research/scholarship in the field?

Does the research design appear valid? (An optional list of references may be included on a fifth page to support the validity of the research.)

## **III. Feasibility and Personnel Qualifications**

Is it demonstrated that the project can be completed with the available resources and in the time allowed?

Is the necessary institutional commitment shown in comments by the dean and/or department head?

Do the personnel referenced in the proposal appear qualified to implement the project as defined?

Have the personnel referenced in the proposal received prior support from AASU's Internal Grants?

If so, is there a bulleted list documenting funded projects and the outcomes of this money (i.e. publications or other scholarly products)?

## **IV. Implementation Plan**

If appropriate, does the proposal include a timeline indicating work that has already been done and work that must still be implemented?

If necessary, does the proposal outline a plan for implementation and development?

Is a clear plan shown for building upon the data gathered, experience gained, and/or research accomplished during the grant period?

(Plans to publish, expand research, write a grant request for external funding, incorporate what is learned into the classroom, and establish alliances between the University and other bodies would be appropriate.)

## **V. Assessment**

What are the expected outcomes and how will those outcomes be evaluated? What scholarly product(s) do you anticipate would come from this project? (Please note that the Vice President and Dean of Faculty has identified assessment as a guiding theme of this year's grant competition. Assessment may take a variety of forms, including assessment of individual faculty performance, assessment of a project or program, assessment of student performance—or some combination of these.)

## **VI. Budget**

Does the budget seem reasonable for both the effort and anticipated results described?

## **VII. Compliance with Application Procedure**

Is the body of the proposal no more than four pages (excluding IRB and IACC Approval forms, if applicable, and optional list of references), 12-point font and double-spaced?

Does the proposal include signatures from the department head and dean? (If not, the proposal will not be reviewed.)

Has the grant writer provided the original application *plus* ten copies for committee review?

**Application Form**  
**AASU Research & Scholarship Grants 2010**

Name of Project Director: \_\_\_\_\_

Name(s) of Collaborator(s) [if applicable]: \_\_\_\_\_

\_\_\_\_\_

Department of Project Director: \_\_\_\_\_

Title of Proposal: \_\_\_\_\_

\_\_\_\_\_

Purpose of Project:  Basic Research  Art/Humanities Project  Applied/Clinical Research  Other (please explain)

Project Start Date: \_\_\_\_\_ Project End Date: \_\_\_\_\_

**Budget** *(please explain all costs in your narrative)*

	<i>R &amp; S Grant Funds</i>	<i>Other Sources of Funds</i>
Equipment:		
Semester Replacement Instructor Costs (see your Department Head for rate):		
Student Stipends:		
Supplies and Communications:		
Travel:		
Other (please specify):		
<b>TOTAL:</b>		

*I agree to abide by current University policies on conflicts of interest, misconduct in science, the use of human subjects and vertebrate animals in research, and other University research policies as appropriate. I certify that the required actions regarding compliance have been taken and that my associates on this project will be informed of the requirements of these policies.\**

\_\_\_\_\_

Project Director

Date

\*Policies are referenced in the *Faculty Handbook* and may also be found in the *AASU Grants and Contracts Manual for Research and Sponsored Programs*, section 3.

\_\_\_\_\_

Signature of Department Head

Date

\_\_\_\_\_

Signature of Dean

Date