Call for Proposals for Faculty Research Leave

The University is pleased to call for proposals for the Faculty Research Leave program for the 2009/2010 Academic Year.

**The deadline for submitting a 2009/10 AY Faculty Research Leave proposal is Tuesday, April 7, 2009.**

The purpose of these grants is to provide a block of time during one quarter to faculty to allow them to conduct research, scholarship, and creative activity. The awardee will receive the equivalent of two 4-unit course releases (8 WTU). The faculty member's College/Department will receive $8,000 to replace their teaching commitments. Funds are not available for student assistants or supplies. The award may be used Fall, Winter or Spring Quarter 2009/2010 with the approval of your Department Chair and College Dean. Instructional faculty and Librarians are eligible for this Leave. Proposals will be reviewed by College Professional Development Awards Committees. The University will fund 3 - 5 awards for next academic year.

Faculty Research Leaves can be used to:
1) Complete a project (e.g., write a book, a book chapter, a major manuscript, or a creative work) which will be submitted for peer-reviewed/juried publication, presentation or show.
2) Write a major external grant proposal.
3) Conduct the research activity.

A proposed project shall not duplicate any other project already funded from any other source within the university during the same academic year. This includes sabbatical support during the year of the Research Leave.

The proposals will be read blind and reviewed by the appropriate College Professional Development Awards Committee. The criteria for the evaluation of proposals are the following:

1. Proposals must clearly demonstrate quality in terms of the following:
   a. Clarity: The proposal must clearly and concisely describe the project as a whole using non-specialist language whenever possible.
   b. Objectives: The proposal must describe the objectives of the project and elaborate on the following: 1) the reasons for the applicant's undertaking the project; 2) the purpose of the project; 3) the projected results of the project; 4)
how the results fit the applicant's future research plans; and 5) the project's relation to other professional activity being conducted by the faculty member.

c. Feasibility: The proposal must present an organized plan of action which demonstrates that the project is feasible. Why is this block of time needed for this activity? Can the project be completed within the time of the Leave? Are the resources available to conduct this activity (i.e., materials, supplies, equipment)?

d. Results: The proposal must elaborate on the expected end product of the project. This can be results such as publications (i.e., books, monographs, articles or scholarly papers), creative activity (i.e., gallery showings, concerts or theatrical productions), and external grant proposals. Note that there is an expectation that an end product will be produced during the Leave.

e. Prior and Current Grant Activity: The proposal must include the faculty member's prior record in the use of Professional Development grant awards. What current support is there for this project, both from internal and external sources?

2. Proposals must show importance in terms of both the professional development of the faculty member, and how it adds to the body of knowledge of the faculty member's academic discipline, teaching fields, or areas of professional expertise.

PLEASE NOTE:
1) Upon completion of the Leave, successful applicants will be required to submit a 1-2 page written report summarizing the project and its results. **There is an expectation that an end product will be produced during the Leave.**
2) Leaves must be coordinated with Department Chairs and College Deans.
3) A “major” external research grant is defined as a proposal for at least $100,000/year in direct costs with at least 8% indirect costs.

TO SUBMIT A PROPOSAL for the Faculty Research Leave, complete the application (attached to this email). Submit the application and seven (7) copies which include the attached forms and the other information requested on the format instructions to your College/Library office.

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