



## **CLAS Faculty Research and Creative Activity Fellowship**

The CLAS Faculty Research and Creative Activity Fellowship supports professional development in research, creative activity and grant-writing. The fellowship provides funding for one course release to provide faculty with time to develop and submit a grant proposal for external funding. The course release is normally to be taken during the following academic year.

### **Funding:**

CLAS, with partial support by the VP for Research, has \$35,000 total for 5-8 fellowships depending on application quality and course release funding needed. All CLAS faculty are eligible, although preference will be given to tenure-stream and pre-tenure faculty.

### **Application and Eligibility:**

1. Any CLAS faculty may apply, with preference given to tenure-stream and pre-tenure faculty.
2. Applicants will describe the research or creative activity, placing it in the context of scholarly or artistic developments, while presenting it in such a way that it is understandable to reviewers from outside of the applicant's field. See instruction for proposal.
3. Applicants must identify at least one potential supplementary source of funding and should delineate how the proposed project meets the criteria of the grant program. Within a year of receiving the fellowship (whether before or after the fellowship commences), the faculty member must submit at least one proposal for external funding. The college will assist in identifying funding sources if needed. If questions arise about whether a potential grant qualifies, the faculty member should consult the associate dean for research (Kristin Sobolik). Notice of this submission will be provided to the department chair and the dean. If no proposal is submitted, the faculty member will be responsible for replacing the same number of courses as had been reduced under this fellowship.
4. Department chairs must indicate support for the fellowship application and should certify that the department will be prepared to manage the course release.
5. Faculty members who receive this fellowship must submit a report on their activities.

### **Review Process:**

1. A committee of faculty from different areas of the college, appointed by the dean, will review fellowship applications.
2. Following its review, the committee will make a recommendation to the dean regarding which proposals deserve funding. Quality of the proposed projects will guide selection, as the committee keeps in mind the distribution of fellowships to faculty members from different areas of the college.

## **INSTRUCTIONS FOR PROPOSALS**

Because the College includes such a broad variety of disciplines, applicants are encouraged to write their proposals with the educated layperson in mind.

**The Faculty Research and Creative Activity Fellowship Application should include the following:**

**1. Cover page.**

Applicants must include the cover sheet of this packet with the indicated information and signatures.

**2. Abstract.**

The abstract should contain a concise overview of the project. The word limit for the abstract is no more than 200 words.

**3. Project Description**

A clear description of the proposed project should be presented. The description should discuss the objectives of the research, the importance of the project to the field and the faculty member's program of research or creative activity, relevant literature, how the project will be accomplished, plan for analyzing data if appropriate for the discipline, and expected outcomes in terms of presentation and/or publication outlets. The word limit for the project description is 2,000 words.

**4. Identification of external funding source.**

The applicant must identify at least one potential supplementary source of external funding and should delineate how the proposed project meets the criteria of the grant program.

**5. Bibliographic Information**

Sufficient bibliographic information should be included as a means of demonstrating an awareness of relevant literature or research in the field. The page limit for the bibliographic information is 2 pages.

**6. Brief Curriculum Vitae**

The curriculum vitae should include a list of major academic and employment activities, including lectures and publications, honors and awards, and service activities. The page limit for the curriculum vitae is 3 pages.



## Faculty Research and Creative Activity Fellowship

\_\_\_\_\_  
Name

\_\_\_\_\_  
Department

Campus Address and Phone:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Proposal Title:

\_\_\_\_\_  
\_\_\_\_\_

### Endorsements:

By signing below, the faculty member certifies that the faculty member will follow the terms of the fellowship, including the requirements to report on activities during the fellowship period and to submit one proposal for external funding.

\_\_\_\_\_  
Signature of applicant

\_\_\_\_\_  
Date

By signing below, the department chair indicates support for the fellowship application and certifies that the department will be prepared to manage the course release.

\_\_\_\_\_  
Signature of department chair

\_\_\_\_\_  
Date

Please submit application to Office of the Dean, College of Liberal Arts and Sciences, 105 Stevens Hall. If you have any questions, please call 581-3583 or 581-1954.

**DEADLINE – MONDAY, OCT. 31, 4PM**