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**CLAS Pre-Tenure Faculty Research and Creative Activity Fellowship**

**Deadline: Friday, November 8, 2019**

The CLAS Pre-Tenure Faculty Research and Creative Activity Fellowship supports professional development in research and/or creative activity for untenured faculty in the second year or beyond. Its purpose is to give pre-tenure faculty release time to advance their research and/or creative activity. Recipients will develop and submit a grant proposal for external funding, submit an article to a peer-reviewed journal, or provide equivalent evidence of research and/or creative activity.

**Fellowship Expectations**

1. The fellowship provides funding to the recipient’s department for one course release. For fellowships awarded in fall 2019, the course release would be taken in fall 2020 or spring 2021. Recipients and chairs will confer about the course to be chosen, with chairs making the final selection and then notifying the dean.
2. Fellowship recipients must submit a final report on their activities to the dean and chair no later than September 1, 2021. The report will describe and provide evidence of activities undertaken with support of this fellowship.
3. If no satisfactory proposal, article, or other evidence of research and/or creative accomplishment is submitted in the time specified, the recipient must replace the released course during the subsequent academic year.
4. No overload teaching is permitted in CLAS or other units during the semester in which the course release is granted.

**Eligibility**

This fellowship is open to untenured, tenure-track CLAS faculty members in their second year or beyond. First-year CLAS faculty members hired with prior credit toward tenure are also eligible to apply. Past winners are not eligible to reapply.

**Funding**

The College will award up to 3 fellowships.

**Review Process**

The CLAS Awards Committee will review applications and recommend to the dean fellowships to be funded. Decisions will be based on the quality of the proposals as well as the distribution of fellowships across departments in the College.

**DEADLINE: Friday November 8, 2019, 4:00 PM**

**CLAS Pre-tenure Fellowship Application Instructions**

**1. Cover sheet**

Obtain signatures for the completed cover sheet and submit it with your application.

**2. Abstract** (Word limit: 200 words)

Provide a concise overview of your project, writing with the educated layperson in mind.

**3. Description (**Word limit: 2000 words)

Writing with the educated layperson in mind, present a clear description of the proposed project, whether it be a grant proposal, a publication, or other form of research or creative activity. Be specific about which grant, journal, or other venue you are aiming for, and include URLs if available. Discuss the objectives of the proposed project, and its importance to the field. Explain how the project will be accomplished and the expected outcomes (presentation and/or publication outlets, exhibition venues, or other appropriate outcomes). If the project depends on other sources of funding, explain how you will proceed if those other funding sources are unavailable. Clarify how this project will contribute to your tenure application. Your proposal will be evaluated mainly on the clarity and strength of these factors.

**4. Timeline**

Create a timeline for this project that indicates exactly how the time released will be utilized. Beginning with which semester you hope to use the course release, describe when you will do the work for the project, when you will submit your grant, article, or other work, and when you expect results. Please be as clear and precise as possible when explaining the proposed timeline.

If the proposal is for funding a segment of a larger project, be sure to explain exactly which part of the larger research project would be supported by the fellowship.

**5. Bibliographic Information**

Include a bibliography of no more than 2 pages demonstrating an awareness of relevant literature or research in the field.

**6. Brief Curriculum Vitae**

Include a curriculum vitae of no more than 3 pages listing major academic and employment activities, including lectures and publications, honors and awards, and service activities.

**DEADLINE–Friday, November 8, 2019, 4:00 PM**

**CLAS Pre-Tenure Faculty Research and Creative Activity Fellowship**

**Name:**

**Department/s:**

**Campus Address and Phone:**

**Email Address:**

**Proposal Title:**

**Endorsements:**

By signing below, the faculty member certifies that s/he will follow the terms of the fellowship, including the requirements to report on activities completed during the fellowship period, to submit one proposal for external funding, one journal article to a peer-reviewed journal, or equivalent, with explanation, and to replace the course release if no report, or an unsatisfactory report, is submitted.

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Signature of applicant                                          Date:

By signing below, the department chair confirms the applicant’s eligibility, indicates support for the application, and certifies that the department will be prepared to manage the course release.

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Signature of department chair\*                  Date:

\*For joint appointments, obtain signatures from administrators in both departments/units.

For questions, please contact Acting Associate Dean Amy Blackstone, 581-1924, [amy.blackstone@maine.edu](mailto:amy.blackstone@maine.edu).

**Please submit application as a single document** to clas@maine.edu **by Friday, November 8, 2019, 4:00 PM**