



COLA Faculty Research, Scholarship, Creative Activity Proposal Guidelines

SUBMISSION DEADLINE: March 7, 2016

- Purpose** The College of Liberal Arts Faculty Research, Scholarship, and Creative Activity Grant Program provides funds to encourage college faculty to pursue scholarship that produces works of the highest quality. **Requests up to \$5,000 per proposal will be considered.**
- Eligibility** All full-time faculty in the College of Liberal Arts are invited to apply. Each applicant is limited to one proposal as principal investigator per competition but may serve as co-applicant on other proposals.
- Proposal** Each proposal must include the following components:
- Project narrative (maximum three pages double-spaced)
 - Applicant qualifications
 - Detailed budget
- The Project Narrative should be written for the non-specialist and describe the rationale and plan for the project and the expected outcome. Clearly show how the award would enable you to achieve that outcome (e.g., publish an article in a leading journal in your field or complete a work of major significance). It should address the importance of the proposed outcome to the community of researchers, scholars and/or artists.
- The statement of Applicant Qualifications should be a brief *curriculum vitae* including
- Publications and creative activities
 - Proposals submitted at WSU
 - Research leaves awarded and
 - Internal and external research awards received
- Budget** Funds requested must not exceed \$5,000. Funds for faculty salaries or course buy-outs are not allowed.
- Due Date** Proposals are due by 5:00 PM on Monday, March 7, 2016

Complete proposals should be signed by the Applicant's chair (and co-applicant's chair, if applicable). **Submit nominations digitally as one .pdf package to: susan.stollings@wright.edu by 5 p.m. March 7, 2016.**

Late or incomplete proposals will not be accepted.

Review Process

The COLA ad hoc Research Committee will review the applications and make recommendations on funding to the Dean.

Ranking of the proposals will be based on:

- Merit of the project
- Likelihood of publication or equivalent completion (sooner rather than at a later date)
- For proposals ranked equally, preference will be given to applicants who have not received professional development leaves or research funding or those with the longest time since receiving research support

Awards

Awards will be announced by March 28, 2016. Each applicant will be notified by the Dean as to the outcome of the proposal review. The College of Liberal Arts Business Manager will set up appropriate accounts for each award.

Project Period

The award period will be May 1, 2016, to June 30, 2017. Extensions of the project period will be granted only in extraordinary circumstances. An awardee who leaves the university must relinquish his/her award and return unspent funds.

Final Report

A final report on each project is required 60 days after the project ends. The report should briefly summarize project activities and outcomes, and the plan for future activities.

Additional Information

Questions regarding this program should be directed to Dean Sobolik.

All publications submitted as a result of COLA Faculty Research, Scholarship and Creative Activity Grant funding should acknowledge support from the Wright State University College of Liberal Arts.