

Center for Scholarly and Creative Excellence Funding Opportunities

(for more information visit our website @ www.gvsu.edu/csce)

Fund Type	Purpose	Eligibility	Funding Limitations	Funding Cycles and Deadlines															
Dissemination Grant- In- Aid (presentation and/or Publication)	<ul style="list-style-type: none"> Supports dissemination of the applicant's original research or creative effort through either a presentation or publication Presentations must be at a recognized organized conference or professional exposition. Attending a meeting without presenting your work does not qualify unless you are a session chair or officer of a national committee. Publications must be original material in refereed publications. This fund will not support non-peer-reviewed venues. 	All tenured and tenure-track faculty members, visiting professors, and affiliates are eligible	<ul style="list-style-type: none"> Limited to two grants per faculty member per year (7/1 – 6/30) Awards will consist of a maximum of \$500 for domestic travel and \$750 for international travel for the first trip No more than \$250 may be requested for the second trip both national and international Publication support has a cap of \$500 and is considered one of the two available grants per year. 	<p>Travel proposals will be accepted during the quarter reflecting the end date of travel.</p> <table border="1"> <thead> <tr> <th>Quarter</th> <th>Ending Date of Travel</th> <th>Open for Submission</th> </tr> </thead> <tbody> <tr> <td>1st</td> <td>7/1 – 9/30</td> <td>5/15</td> </tr> <tr> <td>2nd</td> <td>10/1 – 12/31</td> <td>8/15</td> </tr> <tr> <td>3rd</td> <td>1/1 – 3/31</td> <td>11/15</td> </tr> <tr> <td>4th</td> <td>4/1 – 6/30</td> <td>2/15</td> </tr> </tbody> </table> <ul style="list-style-type: none"> Submit your request as soon as your travel plans are set Grant is not approved until you receive a CSCE confirmation email 	Quarter	Ending Date of Travel	Open for Submission	1 st	7/1 – 9/30	5/15	2 nd	10/1 – 12/31	8/15	3 rd	1/1 – 3/31	11/15	4 th	4/1 – 6/30	2/15
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Interdisciplinary Research Initiative	<p>Nurtures and develops interdisciplinary, collaborative research ideas and extramural grant proposals</p> <p>Hints:</p> <ul style="list-style-type: none"> Proposals that create and integrate ideas across the arts, sciences, humanities, and all professional colleges will be most competitive Research partnerships across GVSU units and between GVSU and other universities and institutions are strongly encouraged 	<ul style="list-style-type: none"> Tenured or tenure-track faculty members on continuing appointment Visiting Faculty, Affiliate Faculty, Adjunct Faculty, and Staff can be co-Principal Investigator (PI), but not lead PI Only one proposal per review cycle may be submitted 	<ul style="list-style-type: none"> Up to a maximum level of \$10,000 Supports faculty summer stipends, student help, supplies, necessary travel, and other costs of projects Travels to conferences are excluded 	<ul style="list-style-type: none"> There will be two submission cycles per year with deadlines at the close of business (5:00 p.m.) on October 1st and March 1st of each year The duration of the grant is one year 10/1 (award notification by 10/30 – Granting period 11/1 – 10/30) 3/1 (award notification by 3/30 – Granting period 4/1 – 3/11) No extensions will be made 															
CSCE Mini-Grant Program	<ul style="list-style-type: none"> Provides flexibility to meet special funding needs that, without support, would prevent researchers from pursuing the project Defrays the cost of travel, supplies, and other materials necessary to conduct the project Funds are not intended to be used to supplement any current funding or conference travel 	Tenured or tenure-track faculty members on continuing appointment are eligible	<ul style="list-style-type: none"> One grant per faculty member per year Maximum of \$400 	Accepted any time during the academic year.															
Faculty Research Grant-in-Aid (FRG-i-A)	<ul style="list-style-type: none"> Encourages and supports faculty in establishing and maintaining programs of research, scholarly, and creative activity Given equally meritorious applications, preference will be given to individuals who have not received prior funding under this program (particularly within the past two years) and those individuals that are actively disseminating their work and/or seeking alternative sources (particularly external sources) of support 	<ul style="list-style-type: none"> Tenured or tenure-track faculty members on continuing appointment Only one proposal per review cycle 	<ul style="list-style-type: none"> Up to a maximum level of \$3000 Supports student help, supplies, necessary travel for data collection, and other costs of projects Faculty salaries and travel to conferences are excluded 	<ul style="list-style-type: none"> There will be two submission cycles per year with deadlines at the close of business (5:00 p.m.) on October 1st and March 1st of each year The duration of the grant is one year 10/1 (award notification by 10/30 – Granting period 11/1 – 10/30) 3/1 (award notification by 3/30 – Granting period 4/1 – 3/11) No extensions will be made 															
FRG-i-A Supplemental Funding Option 1: Early Career Research Stipends	Provides recognition of outstanding research proposals by supplying salary (which may supplement funding for the research activities themselves) to enhance scholarly productivity by providing our early career faculty members with financial support and unencumbered time to pursue their creative agendas	<ul style="list-style-type: none"> Proposals are accepted from faculty members who are in the first two years of their tenure-track appointment The expectation is that faculty will devote significant time to their research activities during the Research Stipend award period Faculty may teach no more than one course during the term when the stipend is received 	<ul style="list-style-type: none"> The Faculty Research Stipend Program recognizes outstanding research proposals by supplying up to \$3,000 in salary and fringe benefits The stipend is in addition to the \$3000 that may be requested through the Research Grant-in-Aid program which provides support for student help, supplies, necessary travel, and other costs of projects Faculty stipend awards are not intended for course development or for teaching-related work Stipends are not awarded to support work toward an advanced degree 	<ul style="list-style-type: none"> In the grant proposal, the applicant must indicate the semester in which the stipend is requested The applicant must provide a justification of why a stipend is necessary for the successful completion of the proposed project and what the expected demonstrable product Projects recognized by stipends are expected to be of high quality, as judged by the Research & Development Committee 															
FRG-i-A Supplemental Funding Option 2: Faculty Scholarly Course Reassignment	Provides recognition of outstanding research proposals by supplying financial support for one <i>additional</i> course release to help fulfill the demands of unusually time-intensive projects	Requires approval from the applicant's appointing officer.	<ul style="list-style-type: none"> The Research and Development Committee will consider requests by the applicant to provide support for a one course time reassignment in order to help fulfill the proposed project's goals This support will be in the form of a \$3000 compensation made directly to the faculty member's department to support the cost of a replacement instructor to cover one course, or similar responsibilities, normally performed by the applicant. Please note that these compensatory funds are highly competitive and are given in recognition of research proposals of superior quality 	<ul style="list-style-type: none"> In the grant proposal, the applicant must indicate the semester in which the course reassignment is requested The applicant must provide a justification of why a one course reassignment is necessary for the successful completion of the proposed project, as well as the expected demonstrable product As this one course reassigned time will be supported by the applicant's Unit and College, it will be reflected on the Workload Plan and/or Faculty Activity Report 															

Applications for the Interdisciplinary Research Initiative, Faculty Research Grant-In-Aid Program, the Early Career Research Stipend Program, and the Faculty Scholarly Course Reassignment Program require three essential documents:

- The CV
- The Letter of Support
- The Research Proposal

CV

Provide the committee with an updated CV of each key personnel, which can be uploaded along with your proposal and letter of support.

Letter of Support

A letter of support should be written by your department chair. This letter should be sent to the PI to upload with the grant. It is the responsibility of the PI that this letter is received along with the submitted grant proposal. If you are applying for the Interdisciplinary Research Initiative grant submit letters from all relevant department chairs.

Research Proposal

The format below is required for the preparation of proposals. **Grants submitted that do not follow this format will not be reviewed by the committee.**

If the proposal discloses information that is, or may be, subject to a University Invention Disclosure or otherwise contains proprietary or confidential information, it should be so noted on the cover page of the proposal. Each subsequent page with proprietary and confidential information should be marked—"confidential".

Section 1—Introductory Information: Using the form provided, answer all questions pertaining to your project. All research must be conducted in compliance with all applicable federal and University policies and regulations. If the proposed project will involve human subjects, vertebrate animals, or hazardous materials, approval must be obtained by the appropriate University committee. Funds will not be released until notice of such approval is received by the CSCE.

Section 2—Project Description/Abstract: Provide a clear, concise description of the goals, methods, and anticipated outcomes of the proposed project. This abstract will be published if the project is funded by CSCE. **Maximum 200 words.**

Section 3—Significance and Impact: Explain the significance and impact of the approach described in the proposed project as it will contribute to the advancement of learning and/or to the public welfare. **Maximum 200 words.**

Section 4—Itemized Budget and Budget Justification: Use the budget form provided. The budget justification should address each item as listed on the budget form in terms of its relation to the proposed research and the basis for determining the requested amount. If capital equipment or contractual services are requested, include a quote from the vendor.

Section 5—Project Description: You have the option of uploading a Word document or a PDF of your project description or you can type it directly into the area provided. **The project description must be double-spaced and cannot exceed six (6) pages.**

It should be organized and labeled into the following sections:

Objective(s) –Clearly state the research problem/question/concept that will be addressed during the period of the proposed project. For the Interdisciplinary Research Initiative Grant, demonstrate that the project could not be done without the different contributors.

Background and context – Describe the relation of the proposed project to the present state of knowledge in the field. Include, as appropriate, a brief review of pertinent literature or ideas on the subject. This section should make it clear why the proposed project needs to be undertaken to fill a 'gap of knowledge'.

Methods/procedures/materials – Describe in clear and understandable terms the plan or work, as it will be undertaken to achieve the stated objectives. This statement should include (as appropriate):

- Concepts to be explored or hypotheses to be tested;
- Project development or procedures for data-gathering, including sample design and size, descriptions of the type and suitability of statistical analyses;
- Timeline – an outline, month by month, of the activities to be carried out by all faculty and students involved, during the period of funding for the proposed project;
- Timelines, methods, and budget must correspond and be related back to the objective(s);

NOTE: *One of the most common reasons that proposals are rejected is because the PI did not adequately explain exactly what they are going to do. Concentrate your efforts on this section.*

Outcome – What is the anticipated "final product" of the proposed project, such as book, manuscript, creative performance, conference presentation, external grant proposal, etc?

Collaborations – If the project is being carried out in cooperation with agencies or educational institutions outside GVSU, please state the nature and extent of the cooperation and submit a letter of agreement by the agency or educational institution.

Health, Safety and Environmental Concerns – If applicable, describe any special considerations with respect to the use of hazardous chemicals, biological agents, radioactive materials, or dangerous equipment, and the level of training necessary for the PI and research staff to conduct this research safely and in compliance with applicable health, safety and environmental regulations.

Section 6 – Reference(s) Cited: Beginning on a separate page, list all sources of information, such as manuscripts, websites, and communications, cited in the proposal.

NOTE: For the Interdisciplinary Research Initiative Grant, the authors must provide a description of how this award will contribute to an external proposal that you plan to submit.