

The Pre-tenure Supplement for Research and Creativity is an additional funding option of CSCE's Catalyst Grant. Please refer to the Catalyst Grant for preparation guidelines.

<b>Purpose</b>	<p>The Pre-tenure Supplement for Research and Creativity enhances scholarly and/or creative productivity by providing junior faculty members with financial support to launch their creative agendas at the university.</p> <p>Recipients are expected to disseminate their results outside the GVSU community via seminars, lectures, performances, and the like. They are also strongly urged to use the award as a means of obtaining external support for their efforts, if possible.</p>
<b>Eligibility</b>	<p>To be eligible, individuals must be in their first 48 months as a tenure-track faculty member at GVSU, untenured, and have completed the terminal degree in their field. Individuals that bring in years of experience from another institution are also eligible however their deadline to submit an application is prorated according to the years brought to the university (i.e.- if you bring in 2 years from another institution – you have 2 years to apply for this supplement). Only one proposal per review cycle may be submitted.</p> <p>The expectation is that faculty will devote significant time to their research/creative activities during the award period. It is our hope that new faculty members will view this program as an excellent opportunity to jump-start their research efforts soon after their arrival on campus. Every effort should be made to relieve faculty of such departmental duties as advising, recruitment, and program supervision during the period in which the award is received.</p>
<b>Funding Limitations</b>	<p>The pre-tenure supplement is in addition to the \$4,000 that may be requested through the Catalyst Fund program (in other words – your catalyst budget may be up to \$7,000 total).</p> <p>Funding cannot be used to supplement a faculty member's salary.</p> <p>Eligible faculty can receive the supplemental award only once.</p>
<b>Funding Cycles and Deadlines</b>	<p>All application materials must be received at the close of business (5:00 pm) on either March 1<sup>st</sup> or October 1<sup>st</sup>. If the 1<sup>st</sup> falls on a weekend or holiday, applications are due on the first work day following the 1<sup>st</sup>.</p> <p>Apply online through "My Apps" <a href="http://www.gvsu.edu/csce/grants">www.gvsu.edu/csce/grants</a> (using the Catalyst Fund).</p>

**Review  
Process**

Projects recognized by this program are expected to be of high quality, as judged by the Research & Development Committee.

Proposals are reviewed by a committee composed of faculty from several disciplines, and therefore **MUST** be written to be understood by members of these multi-disciplinary review committees, i.e., an educated lay audience, rather than by narrow specialists in your field.

Criteria used in evaluating proposals include: project justification, significance of project, appropriateness of project design and methods, qualifications of the applicant for implementing the project, probability of achieving project objectives, and appropriateness of the schedule for project activities, if applicable.

**Proposal  
Guidelines  
And Format**

Please refer to the Catalyst Grant for preparation guidelines and format.

**Letter of  
Support**

A Letter of Support should be written by your department chair. The letter should be given to the PI for upload. It is the responsibility of the PI that this letter be received by the CSCE before the due date of the proposal. A "Letter of Support Template" is available on our website. The CSCE review panel is particularly interested in your department chair's comments regarding:

- The applicant's general scholarly competence, recent performance, and promise of distinction in his or her field of interest;
- The value of the project in relation to scholarship in the field, outline the impact and significance;
- The applicant's ability to complete the described project successfully in the time schedule and the budget presented;
- How does this research fit the near-term goals of the department?

Recommendations should also address the originality of the project and the quality and concept of the plan.

**CV**

Please provide the review committee with an updated CV which can be uploaded along with your proposal and letter of support.