

**Indiana University East
Office of Academic Affairs**

FACULTY RESEARCH & CREATIVE ACTIVITY SUPPORT FUND

Goal

To provide funding to support faculty in initiating or continuing a scholarly project

Objective

The Faculty Research & Creative Activity Support Fund provides opportunities for faculty to make a substantial commitment to research or creative activity. This program is open to all full-time faculty, including lecturers, in all disciplines. The funding for these projects comes from the Office of the Vice Provost for Research and is matched by funds from Indiana University East.

Guidelines

The Faculty Research & Creative Activity Support Fund will make awards in varying amounts up to \$10,000 dollars. The proposals for these awards may come from individual faculty members or from a team of faculty. Projects that include students are encouraged. Preference will be given to proposals that seem likely to result in external funding and/or publication, and to faculty who have not received prior funding from this source. The award funds may be used to support faculty research, creative activity, or pedagogical research. Items that can be encompassed within the budget of the proposal include, but are not limited to, equipment purchases, funding for student assistants, reassigned time from teaching, lease time on equipment at other campuses, and expenses related to dissemination of the work.

Procedures

The faculty member or team will submit a research proposal that addresses the following:

- a. Description of the intended project (include references to literature if relevant)
- b. Methodology or activities
- c. Description of how the project will engage students (if relevant)
- d. Information about previous or current funding for this project
- e. Plan to seek external funding
- f. Detailed budget

Two letters of support must be included with the grant application. One letter must be from the applicant's dean, the second letter should address the feasibility of the proposal. All awards will be contingent on meeting the requirements for human or animal subject protection, if relevant.

The deadline for the submission of proposals is the 3rd Monday of March.

Applicants should submit one copy of the proposal (including letters of support and signed coversheet) to Kim Ladd (WZ 101).

All proposals will be reviewed by the Associate Vice Chancellor and the Executive Vice Chancellor for Academic Affairs and preliminary decisions will be announced no later than four weeks after the deadline for submission.

The awardee(s) will be required to present at the Faculty Scholarship Celebration on the progress of the project one year after receiving the award. The presentation should describe the outcomes of the project to that point. It should also include information about student involvement, and progress on securing external funding to continue the project. Once the project is completed, a final report on outcomes, dissemination plans, and any inclusion of students in the research or creative activity will be submitted to the Office of Academic Affairs. The Office of Academic Affairs should be notified about any presentations, publications, or grants received as a result of this award.

**FACULTY RESEARCH & CREATIVE ACTIVITY SUPPORT FUND
COVER SHEET**

Date: _____

Name: _____ School: _____

Amount Requested: _____

Alternative Funding Sources Explored & Outcome:

IRB approval: _____ Yes _____ No _____ Not Applicable
(Attach Approval Letter)

Animal use approval: _____ Yes _____ No _____ Not Applicable
(Attach Approval Letter)

Dean's Signature: _____

Date: _____

Executive Vice Chancellor for Academic Affairs: ___ Approved ___ Disapproved

Amount Approved: _____

Signature: _____ Date: _____

Vice Chancellor for Academic Affairs: ___ Approved ___ Disapproved

Amount Approved: _____

Signature: _____ Date: _____