CATHOLIC THOUGHT AND CULTURE FACULTY DEVELOPMENT PROGRAM

2014-2015 Faculty Research Grant
Application Guidelines

Purpose: To support scholarly research by faculty in all disciplines on topics concerned with, or connected to, Catholic thought and culture.

Grant Types: The Faculty Research Grant Program provides two funding options—individual and group.

> **Individual Funding:** Individual research projects are expected to culminate in the publication of a journal article or book; however, alternative project results will also be considered. The maximum amount of funding for individual faculty research projects is $7,000.
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> **Group Research Funding:** Group projects of two or more faculty are expected to culminate in the publication of a journal article or book; however, alternative project results will also be considered. The maximum amount of funding for group research projects is $12,000.

Eligibility: Full-time tenured, tenure-track, and continuing non-tenure-track faculty members with the following stipulations:

- Must be able to commit to a year-long research project.
- Faculty members who hold endowed chairs are ineligible to apply for this award if they receive research funding as part of their chair.
- Faculty members who receive a Seattle University Summer Faculty Fellowship in 2013 are ineligible.

Eligible faculty may also apply for the Course Development Summer Stipend, but will not receive both awards in the same academic year.

Specific Guidelines: Applications for research funding must include the following items:

1. **Application Cover Sheet:**
   Available at: https://www.seattleu.edu/L/¢/кCI·ŏdztűèкL/¢/CI·ŏdztűèDNI·yűăк!LJLJfλŏI·űλ2yк/2ØŜN{KŜŜűφ

2. **Project Description:** The description should be in at least 11-point font size with 1-inch margins and no more than 5 pages in length and should include the following information:
   a. The principal research question you will address.
   b. The intended objectives of the project and significance to the applicant's discipline.
   c. The project's research methodology.
   d. Plan for the presentation of the project's results.
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   f. A project timeline.
3. **Proposal Budget Form and Justification:**

Budget form is available at:
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Funding is permitted for items such as travel, supplies, books, other research materials, equipment other than a computer, and remuneration for administrative support, independent contractors, and summer salary for applicant. Provide a brief justification for budget requests.

4. **Current Short Curriculum Vitae:** Limit to three (3) pages.
5. **Compliance Documentation:** All projects involving human subjects, bio-hazardous materials, radiation, or the use of live vertebrate animals require approval by the appropriate compliance committee(s) before funds will be awarded. These documents must be submitted before July 1 of funding year. For information, go to the Institutional Review Board website at http://www.seattleu.edu/irb.

Selection Criteria: Applications will be NŜØłŜØŜŘ ōè I· ŏƧY łŭŭŜŜ ƧŦ LJŜŜNă ŦNƧY ŘłŦŦŜNŜyű ăŏKƧƧfă łyűKŜ dzyłØŜNăłűè I·yŘ ƨdzŘƎŜŘ on the following criteria:

- !LJLJfłŏI·yű ŏfŜI·NJfè ŜÈLJfłŏI·ŭŜă ŭKŜ NŜfI·ŭłƧyűƧ /I·ŭKƧfłŏ ŭKƧdzƎKű I·yŘ ŏdztűdzNŜ¢
- ω Clarity of the proposal for readers not in the applicant's discipline.
- Significance of the intended research objectives to the applicant's discipline(s).
- Likelihood that the project will result in publication or other discipline-appropriate public presentation.
- ###### Realistic project completion timeline.

Required Deliverables: Successful applicants are expected to submit a mid-year research progress report prior to January 31, 201p, to share his or her research results in a university-sponsored public forum, and to turn in a final report prior to July 30, 201p, that outlines the status of the research project. Reports should be forwarded to the Office of the L/¢/, [9a cp¢ or electronically to 9YłfèI ƧfűΣKƧfűŜM@seattleu.edu.

Application Submission and Evaluation Process: These application guidelines and associated materials are available at: https://www.seattleu.edu/L/¢/KCI·ŏdztűèKL/¢/CI·ŏdztűèwŜăŜI·NŏKDNI·yűăK!LJLJfłŏI·ŭłƧyK dzłŘŜfłyŜă. Please forward applications to 9YłfèI Ƨfű electronically at KƧfűŜM@seattleu.edu or via campus mail to [9a cp¢. Due date for submission is **November 14, 2013**. Applications will be reviewed and evaluated by the members of the Catholic Thought and Culture Advisory Board. The announcement of awards will be made by January mp, 201n, for grants to be funded for the next fiscal year.

Funding Process: Once awarded, the ŦI·ŏdztűè member will receive the research funding either by submitting receipts to the hŦŦłŏŜ ƧŦ ŭKŜ L/¢/Σ [9a cp¢ or, in cases where all or part of the research grant is for summer salary remuneration, in payments as supplemental salary on the faculty member's monthly paycheck.

Funding Period: July 1, 201n to June 1, 201p.

Questions? For support with developing a project proposal and budget, contact the Office of Research Services and Sponsored Projects at orssp@seattleu.edu or 296-2597. For other questions, contact Catherine Punsalan-Manlimos, Ph.D., Director, Institute for Catholic Thought and Culture, at 206-296-5316 or punsalanc@seattleu.edu.

(10/2012)