

**CHSS and A.L. Burruss Institute
Faculty Scholarship Program Competition**

The College of Humanities and Social Sciences and the A.L. Burruss Institute of Public Service & Research announce the 2009-2010 Faculty Scholarship Program (July 1, 2009 through June 30, 2010). All full-time tenured and tenure-track faculty members are eligible for this program. Tenure track faculty must have completed the terminal degree prior to the submission of the application. The purpose of the competition is to provide support for traditional and applied research projects including course release, travel funds, expendable supplies as allowed by State guidelines, and personnel assistance. Students who are hired to assist with research will receive the honorary designation, "Burruss Student Fellow." The course release, travel, supplies, and personnel funding period includes fall semester 2009 and spring semester 2010. The summer semester 2010 funding period covers travel only. Maximum funding for a proposal is \$5,000, not including course release.

The application and selection process is rigorous and competitive. The proposal (including endorsement letter from department chair) must be submitted electronically to Deborah Smith, Grants and Contracts Specialist, CHSS. The deadline for applications is January 9, 2009. A joint proposal that includes course release requests for all participating faculty must provide compelling justification. Only one course release per faculty member is possible (i.e. either the fall 2009 or the spring 2010 semester). A joint proposal involving faculty from more than one department should include endorsement letters from the respective department chairs. Announcement of the award recipients will be made by February 13, 2009. A one-page status report on funded proposals is due to the Dean's office by December 31, 2010.

Preparation of Proposal

1. Cover sheet
 - a. Name(2)
 - b. Academic rank/administrative faculty title(s)
 - c. Academic/administrative department(s)
 - d. Contact information
 - e. Short descriptive project title
 - f. Abstract of one-half page or less that summarizes the project
 - g. Proposed project term/Semester(s)
2. Narrative of no more than 5 pages (double-spaced, Times Roman font size 12) addressing:
 - a. Description of scholarship activity to be funded. Provide a clear and detailed statement of plans for research during the period for which you seek a course release and/or travel, supplies, and personnel assistance.
 - b. Significance of proposed work and impact on applicant's discipline, or on the scholarship of teaching or professional service.
 - c. Resource requirements (including course release, and other research support)
3. Budget (itemize applicable travel, supplies, and personnel expenses).
4. Vita of applicant (5 page limit).
5. Plans and timetable for the presentation of scholarship, including publications and presentations.

6. Endorsement letter from department chair. This letter should provide insight to the reviewers about factors that distinguish this applicant from others, and specify the semester for which a course release will be approved (if applicable)

Criteria for Review

Each proposal will be evaluated on the following criteria:

- Clarity of Research Description and Goals
- Impact on Applicant's Discipline(s)
- Strengths of Project's Methodology
- Clarity of Budget Items
- Clarity of the Dissemination Plan
- Record of Excellence or Potential in Scholarship