The RFP for CHSS 2016 Faculty Summer Research Grant Program provides a $6,000 summer stipend to support traditional and applied research projects and creative activity following the Boyer models of scholarship. Only full-time tenured and tenure-track faculty members are eligible to serve as Principal Investigator (PI) for this grant. Tenure-track faculty must have completed a terminal degree prior to the submission date of the application. Although the awards are not specifically allocated, ideally, at least 50% of the funds will be awarded to junior (untenured) faculty. A total of eight awards are projected to be available this year.

The intent of the award is to allow faculty to engage in productive, scholarly activity during the summer with no or minimal other responsibilities. **Successful applicants may teach ONE course during the summer OR participate in a study abroad program not to exceed five weeks, but agree to devote most of their summer time to research.** Faculty members who hold a 12-month contract at any point during the time of the award are not eligible to receive an award. Faculty members who hold a 9-month contract and are asked to perform short-term administrative duties with summer compensation may be considered if they provide, as part of their research proposal narrative, a justification for completing the proposed project in addition to other summer duties. The applicant should indicate how this grant will significantly advance a research agenda and ask their direct supervisor, usually a department chair, to indicate acceptance of this justification in their support letter (see 6b below).

Since the value of faculty research and scholarship lies in its effective dissemination, preference will be given to proposals that include peer review, measures of progress, a clearly defined final product, and a dissemination strategy. A one-page progress report will be due to Marshal Chaifetz (mchaifet@kennesaw.edu) by September 16, 2016, and a final report will be due by May 31, 2017. During the 2016-17 AY, awardees will also be asked to present on their research or creative activities through a “brown bag” or other type of public forum.

Joint proposals may involve any number of faculty members on the project team from any College at Kennesaw State including non-tenure track faculty (lecturers, clinical, part-time and temporary faculty) as long as the PI is tenured or tenure-track in CHSS. Please note that while collaborative research and creative activity is encouraged, only CHSS faculty members, broadly defined, are eligible to receive a stipend, and the value of joint proposals is limited to $12,000. Joint proposals involving faculty from more than one CHSS department should include endorsement letters from each department chair. A breakdown of how funds will be distributed among team members is required. Please note that the limitation on teaching or other activities during the summer applies to all members of the team receiving a stipend. This restriction does not apply to team members not receiving a stipend.

The application and selection process is rigorous and competitive. The proposal, including endorsement letter(s) from department chair(s), must be submitted electronically in PDF format to Marshal Chaifetz, CHSS Grants and Contracts Coordinator. **This year deadline for applications is March 31, 2016.** Announcement of the award recipients will be made on or before Friday, April 29. A successful applicant in the prior round of competition must sit out one cycle before re-applying.
Preparation of Proposal

1. Cover sheet – 1 page (double-spaced, Times New Roman, 12 point)
   - Name(s)
   - Academic rank/administrative faculty title(s)
   - Academic/administrative department(s)
   - Contact information
   - Short descriptive project title
   - Abstract of 100 words or less that summarizes the project
   - Proposed project duration

2. Narrative – 5 pages maximum (double-space ALL text including footnotes and quotes, Times New Roman, 12 point) addressing:
   A. **Goal(s)** - What is the ultimate purpose of the project and how does it specifically address the Scholarship of Teaching and Learning, Scholarship of Discovery, Scholarship of Integration, or Scholarship of Application/Engagement? (See description of the Boyer Models of Scholarship, below.)
   
   B. **Outcomes** - What are the outcomes or impact of the project for KSU faculty, staff, students, or the community (local, regional, national, or international) or discipline? Describe the project, giving specifics of what is to be accomplished and what will be “produced.”
   
   C. **Significance** - Why is this project important and to whom? Discuss the potential impact of the project, including the importance of the project to your personal research agenda. Both new research and ongoing research projects are eligible. If the project builds on prior work, explain how. If the project represents a new direction, explain why this is an important development in your career at this time.
   
   D. **Methods** - How will the desired outcomes be accomplished? What specific roles and responsibilities will each project applicant/participant have? Include an explicit action plan that delineates a realistic and achievable schedule of short- and long-term research or creative activity goals and activities, including dissemination. Summarize the plan in a one-page timeline. (N.B. See #5 below; the timeline does not count against the five-page limit for the narrative. Use this section of the narrative to elaborate on and explain the timeline.)
   
   E. **Assessment** - How will you determine if the project was successful? Clearly specify the assessment procedures. The assessment section always relates back to the stated goals and expected outcomes of the proposal, so it is critical that these be clear and measurable.
   
   F. **Dissemination** - How will others learn about your project? Indicate what materials will be produced (e.g., a peer reviewed article, book chapter or creative piece) and how others will learn of the project. Provide a two-year plan for disseminating the results of your project. Some common vehicles for dissemination include: newsletters, electronic materials, grant applications, exhibitions, performance, workshops held on campus and
presentations at regional/national conferences, video conferences, local and national mass media, academic or professional journals, textbooks and other printed resources.

3. Budget - 1 page (single-spaced, Times New Roman, 12 point). The award is paid in full in June or in July as a summer stipend to salary. Taxes and fringe benefits are withheld, the same as a regular paycheck. If applying for a joint award of $12,000 for a project involving two or more faculty, the budget justification should describe how the team will allocate the funds amongst the team members. Include estimated time to be dedicated to project for each person. The budget narrative should include:

   A. **Budget explanation/justification**: Since the award may be used entirely for summer salary, the budget page might be simply a discussion of the need for release from other obligations. However, research-related travel or supplies should also be paid from the stipend and justified in the proposal. Explain the purpose of all items required to conduct the research, reasons and destination for travel, and the need for specific equipment and software. **Student assistants cannot be supported with this award.**

   B. **Other support**: Describe any other project support/resources provided by the department, college/school, or external sources. At the bottom of the page include:

   Departmental Support: $________
   College Support: $________

4. CV of PI - 5 page maximum per CV (may be single-spaced). If applying for a joint award, provide a CV for each participating faculty member.

5. Timeline - 1 page (single-spaced, Times New Roman, 12 point). The timeline should list all project activities, including expected publications and presentations.

6. References - 1 page (single-spaced, Times New Roman, 12 point)
   You may include a page of references and endnotes if applicable to your project. This does not count towards the 5 page narrative limit.

7. Letter(s) of endorsement.
   A minimum of one letter from the PI’s department chair is required and should: (a) address the importance of the research or creative activity within the department/school/college/university; and (b) comment on the applicant’s abilities to successfully complete this project. If your project involves faculty from multiple departments, remember to include a letter from each department chair.

   Up to two additional letters may be included. Depending on the project, the writers might be from institutions that will provide resources, colleagues who can speak to the applicant’s scholarship, editors/publishers, community leaders or former students familiar with the project, etc.
Criteria for Review

Each proposal is evaluated on the following criteria:

- Goals (#2A): up to 15 points
- Outcomes (#2B): up to 15 points
- Significance (#2C): up to 15 points
- Methods (#2D plus one-page timeline #5): up to 20 points
- Assessment (#2E): up to 15 points
- Dissemination (#2F): up to 15 points
- Resources (#3): up to 5 points

Reviewers will score each criterion using the following scale:

5. The argument to justify support is compelling; the CHSS’s support would be an excellent investment.
4. The argument is strong; the explanation to justify support is better than satisfactory but not an exceptional case.
3. The argument is adequate; the explanation to justify support is understandable but neither strong nor weak.
2. The argument is weak; the explanation to justify support is unsatisfactory.
1. The argument to justify support has not been made; the CHSS’s support would be an uncertain investment.

Boyer Models of Scholarship (see instructions for narrative, above)

- Scholarship of Teaching and Learning: Scholarship focusing on the teaching-learning process and gaining a better understanding of educating students, including the transmitting of knowledge and transformation and extension of that knowledge. It involves the study of teaching activities or methods and lifelong learning for both the student and the professor.
- Scholarship of Discovery: Refers to original research and discovery of new knowledge. The focus is on the creation of new knowledge through development and extension. It is not descriptive or synthesizing except as it relates to forming new theory.
- Scholarship of Integration: Scholarship that makes connections between fields of knowledge and disciplines and bridges information to knowledge. Integrative scholarship is “research at the boundaries where fields converge” and may “interpret what has already been discovered in new way that broadens our understanding” [Boyer, p.19].
- Scholarship of Application/Engagement: Practical problem-solving on a large scale. Such application must give rise to new theories, methodologies, or processes of problem-solving. Applied Scholarship involves original research and other activities that apply knowledge to significant problems and the improvement of professional practice.