

Jerome Niles Faculty Research Awards
College of Liberal Arts and Human Sciences
2011-2012 Competition Application Instructions
Deadline for Submission: 5 p.m., March 1, 2011

Purpose of Awards

The Jerome Niles Faculty Research Awards are intended to aid faculty with research activities and creative work, including collaborative work, conference attendance, funds for organizing conferences, purchase of equipment, reprint costs, research assistance, research trips, subvention costs, release time from teaching, seed money for preparing proposals for outside funding, and summer research salary. This list is suggestive only. CLAHS Faculty members are encouraged to apply for funds for all purposes that will aid their research or other scholarly work.

This competition is for funds to be spent during the 2011-2012 academic year (funds to be committed between July 1, 2011 and June 30, 2012). The total amount of funding for this competition, based on availability, is \$75,000. Two types of awards are available in this competition:

1. Research Award - awards of up to \$3,000.
2. Dean's Faculty Fellowships - awards of up to \$15,000.

Each award type has specific application procedures and limits as outlined below.

Application Procedures: Research Award proposals (up to \$3,000)

Note: All CLAHS full-time faculty may apply for a Research Award.

All proposals must include:

- 1) The Cover Sheet with departmental chair endorsement (Cover Sheet is provided).
- 2) A descriptive narrative of no more than 4 pages (excluding any reference list).

The narrative should include a clear description of each of the following:

The significance of the proposed research or other scholarly activity;

The rationale (justification) for the research or other scholarly activity;

How the research or other scholarly activity will benefit the applicant's research program or other work;

The anticipated outcomes of the research or other scholarly activity, particularly as related to CLAHS or University goals, or contribution to the applicant's field;

A detailed budget and justification that outlines and explains specific expenses and how the requested funds will be used; and

Any other pertinent information necessary for the review committee.

- 3) A concise curriculum vita of no more than four pages that focuses on the applicant's research or other scholarly activities.

Application Procedures: Dean's Faculty Fellowship proposals (up to \$15,000)

Note: Only tenured and tenure-track CLAHS faculty may apply for a Dean's Faculty Fellowship.

These fellowships may be used to purchase release time from teaching during a single academic term in addition to the types of activities listed above under "Purpose of Awards." Applicants awarded a Dean's Faculty Fellowship will not be eligible to apply for the fellowship again for five years.

All proposals must include:

- 1) The Cover Sheet with departmental chair endorsement (Cover Sheet is provided).
- 2) A descriptive narrative of no more than 6 pages (excluding any reference list).

The narrative should include a clear description of each of the following:

The significance of the proposed research or other scholarly activity;

The rationale (justification) for the research or other scholarly activity;

How the research or other scholarly activity will benefit the applicant's research program or other work;

The anticipated outcomes of the research or other scholarly activity, particularly as related to CLAHS or University goals, or contribution to the applicant's field;

A detailed budget and justification that outlines and explains specific expenses and how the requested funds will be used (if course release is requested in a Fellowship proposal, see the information below about release requests); and

Any other pertinent information necessary for the review committee.

- 3) A concise curriculum vita of no more than four pages that focuses on the applicant's research or other scholarly activities.

Special note for Dean's Faculty Fellowship proposals: Proposals that include a request for course release must include in their budgets the necessary funds required by the applicant's department to over the courses that the applicant would otherwise teach. Explain any other anticipated leave related to the project. In the case of a proposal for a Dean's Faculty Fellowship in which a request for course release is made, the endorsement on the cover sheet indicates that the chair is aware of this request and has verified that adequate funds have been allocated in the budget to provide for the applicant's course load to be covered.

Additional Application Considerations

Faculty are permitted to submit proposals for both competitions.

To maximize the distribution of available research funds, it is possible that some proposals will be only partially funded.

Joint proposals from multiple faculty are encourage; please note, however, that award amounts for such successful proposals will be limited to the same amount as individual awards.

Incomplete proposals will be not considered.

Selection Criteria (for both Research Award and Dean's Faculty Fellowship proposals)

Proposals will be evaluated on the basis of the following criteria:

- The significance of the proposed activity;
- The contribution proposed activity makes to the applicant's field or impact to the applicant's area of scholarship;
- The conception, organization, and clarity of the proposal (no more than 4 pages for the Research Award proposals and no more than 6 pages for the Dean's Faculty Fellowships);
- The significance of the requested funding for the applicant's program of research or other scholarly activity.
- Detailed budget and explanation of planned expenditures.
- The feasibility for successful completion of the proposed activity.
- Anticipated outcomes as related to the CLAHS or University goals.
- Potential for the project to lead to future external funding.

Submission Procedures and Deadlines (for both Research Award and Dean's Faculty Fellowship proposals)

Submit both in hard copy and electronically copy of all application materials no later than 5:00 p.m., Tuesday, March 1, 2011, to: Monica Rich (mrich14@vt.edu) Liberal Arts and Human Sciences, 260 Wallace Hall (0426).

Selection Process

The Faculty Council will appoint a Selection Committee of five persons from the CLAHS faculty after the deadline for submissions has passed. Representation on the committee will be by CLAHS classification: Arts, Education, Human Sciences, Humanities, and Social Sciences. The Associate Dean for Research will represent the Dean's Office as a non-voting member.

The rating sheet to be used by reviewers on the Selection Committee is attached at the end of this announcement. Applicants are encouraged to follow this as a guide for writing the proposal. Depending on the range of applications submitted, every effort will be made to fund proposals across faculty ranks and college classification.

All applicants will be notified as to the final status of their proposals on or about March 31, 2009, and funds will be transferred in the name of successful applicants to their home departments for administrative purposes. All decisions of the Selection Committee are final.

Award Administration and Budget Management

Awards will be administered by the home department of the successful applicant, through the department chair and/or fiscal administrator. The department is responsible for compliance with state spending guidelines, appropriate documentation, and approval of budget adjustments.

Reports of Outcomes

Successful applicants are required to submit a report of no more than 500 words that describes the outcome(s) of the research or other scholarly activity no later than September 15, 2011, to the CLAHS Associate Dean for Research, c/o The Dean's Office, CLAHS, 460 Wallace (0426).

Queries

Please direct any questions that you have to your department's representative on the CLAHS Faculty Council, or contact Fred Piercy (1-6426 or piercy@vt.edu) in the Dean's Office. Faculty Council representatives by department are as follows:

Department	Council Representative	PID	Phone
Apparel, Housing, and Resource Management	Rosemary Goss	rgoss	1-4784
Communication	Beth Waggenpack	bwaggens	1-7625
Educational Leadership and Policy Studies			
English	Kelly Pender Sheila Carter-Tod	pender Sct	1-6150 1-8448
Foreign Languages and Literatures	Robert Efird	refird	1-3581
History	Larry Shumsky	yksmuhs	1-8375
Human Development	Scott Johnson	scottwj	1-3311
Learning Sciences and Technologies	Tom Sherman	tsherman	1-8342
Music	Kent Holliday	kh123654	1-8500
Philosophy	Joe Pitt	jcpitt	1-5760
Political Science	Charles Walcott	cwalcott	1-5491
Religion and Culture	Elizabeth Struthers Malbon	malbon	1-6112
ROTC (Air Force)	Capt. Justin Monday	jmonday5	1-8026
School of Education	Laura Welfare	Welfare	1-8194
Science and Technology in Society	Ann Laberge	alaberge	1-7008
Sociology	Paula Marie Seniors	ps0329	1-7205
Teaching and Learning			
Theatre and Cinema	Bill Barksdale	bbark	1-6734

Jerome Niles Faculty Research Awards 2011-2012 Application Rating Sheet

Applicant Name: _____ **Name of Evaluator:** _____

Application Type: _____ Research Award _____ Dean's Faculty Fellowship

Reviewer Directions: Please score each application using the rating scale provided below. In each case, please circle the number that best indicates your evaluation for each of the criteria. After scoring each category, please sum the total score for all categories and provide the cumulative score in the "Total Score" box. After scoring the proposal, please use the "Prior CLAHS Funding Deductions" criteria to adjust the "Total Score" and calculate the "Final Proposal Score"

Scores on the *five-point* rating scale are equivalent to the following:

1 = Poor 2 = Fair 3 = Average 4 = Good 5 = Excellent

Scores on the *ten-point* rating scale are equivalent to the following:

2 = Poor 4 = Fair 6 = Average 8 = Good 10 = Excellent

1. The significance of the applicant's proposed project or activity.	1	2	3	4	5
2. The contribution proposed activity makes to the applicant's field and/or impact to the applicant's area of scholarship.	1	2	3	4	5
3. The conception, clarity, and organization of the proposal. (Reviewers: Please be aware of the 4-page limit for Research Awards and the 6-page limit for Dean's Faculty Fellowships).	1	2	3	4	5
4. The significance of the requested funding for the applicant's program of research or other scholarly activity.	1	2	3	4	5
5. Detailed budget and explanation of planned expenditures.	1	2	3	4	5
6. The feasibility for successful completion of the proposed activity within the award time limit.	1	2	3	4	5
7. Anticipated outcomes as related to CLAHS or University goals.	1	2	3	4	5
8. Budget (within award limits, clearly justified, appropriate, and detailed).	1	2	3	4	5
9. CV (attached, within length limits, current, concise).	1	2	3	4	5
10. Potential for the project to lead to future external funding.	2	4	6	8	10

Total Score (Sum for all 10 criteria = 55 possible points)	
Prior CLAHS Funding Deductions Dean's Fellowship in past 5 years = -5 pts. Research Award last year = -2 pts. Research Award two years ago = -1 pt.	-1 pt. -2 pts. -5 pts.
Final Proposal Score (55 possible points)	

Recommend for Funding: ____ Yes ____ No **Recommended funding amount:** \$ _____.

Special Considerations/Notes: