

Summer Grant Information and Application

General Information

1. Summer grants are available for tenure-track faculty with priority given to faculty in their third year. These grants are designed to enhance scholarship and creative endeavors.
2. These grants may only be used for expenses, travel and student support that is directly related to scholarship or creative activity of the faculty member. These grants cannot be used for the applicant's salary, to purchase equipment not directly related to the proposed activity, or student travel. Maximum funding per application is limited to \$2500. Partial funding may be awarded.
3. Funds will available through 30 June 2014, and all purchase requests and reimbursement requests must be submitted by 15 June 2014. Projects may continue past June. A purchase requisition form must be submitted and approved for each item before purchasing.
4. All activities must be completed by 15 August 2014 and a final report must be submitted to the Provost and Chair of the Faculty Development Committee by 1 October 2014.
5. A faculty member is obligated to reimburse GSC for the full amount of funding received if he or she does not return to GSC for the fall term following the summer grant.
6. Recipients will be required to present results of their efforts to the campus community.
7. Grant proposals are due to the Faculty Development Committee by 31 March 2014.

Evaluation

Multiple requests for Summer Grants will be ranked by the Faculty Development Committee and submitted to the Provost and Senior Vice President of Academic Affairs for consideration. Ranking will be determined, in part, by:

1. Clarity and completeness of the proposal; and
2. Realistic expectations in relation to the time frame and budget.

More importantly, ranking will also incorporate the expected impact that the grant project will have on professional development in the areas of:

1. Merit of scholarly or creative endeavors;
2. Significance of the project, including its originality and contribution to scholarship;
3. Potential of the project to expand student research opportunities and/or develop external grant proposals; and
4. Potential of the project to enhance institutional reputation and/or visibility.

**SUMMER GRANT
APPLICATION COVER SHEET
SUMMER 2014**

Name: _____ **Email:** _____

Department: _____ **Phone:** _____

Project Title: _____

Brief summary of the project including tangible outcomes written in language understandable to the non-specialist. Please limit the summary to no more than 500 words.

I understand by accepting this grant that all activities funded by this grant must be completed by August 15, 2014 and that a final report must be submitted by October 1, 2014.

Signature of Applicant

(Date)

Application

1. Project description: In a maximum of three pages, describe your project:
 - a. Background and significance of the project.
 - b. Project objectives.
 - c. Project plan with procedures (if relevant).
 - d. Timeline.
 - e. Anticipated results with tangible outcomes.
2. Budget (for no more than \$2,500) and budget justification

Approvals:

As Chair of the Department to which the applicant is assigned, I affirm that:

- The proposed summer grant activities will significantly contribute to the professional development of the applicant.

(Signature)

(Date)

As Chair of the Faculty Development Committee, I affirm that the Committee finds:

- The applicant eligible is for a summer grant.
- The proposed summer grant activities and scholarly outcomes are consistent with the intent of a summer grant.

I further affirm that the Committee has ranked the request _____ of _____ requests.

(Signature)

(Date)

As Chief Academic Officer, I affirm that the application was submitted in accordance with applicable policies and procedures.

(Signature)

(Date)