Summer of Scholarship (SOS)

2020 Faculty SOS

Request for Proposals

1. **Purpose**: The 2020 *Faculty Summer of Scholarship (SOS)* grantsprovide seed funding to support faculty-initiated research, scholarship, and creative activity. Competitive grants are awarded to assist faculty in developing new lines of inquiry, which may include collecting pilot data, exploring innovative forms of creative expression,writing and publishing original scholarship, exhibitions of original work, and/or developing proposals for external funding. The meaningful inclusion of student workers is strongly recommended.
2. **Eligibility:** This competition is open to all full-time faculty, with priority consideration given to Assistant and Associate faculty. Faculty may participate in only one application per year.
3. **Awards**: Applicants may request funding up to $3,000. SOS reviews will be conducted by the Academic Affairs Office and the ORSP.
4. **Application Deadline:**

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| **Due Date** | **Decision Date** | **Project Period** |
| **Monday, January 27, 2020**  **by 5:00 p.m.** | By Friday, March 6, 2020 | April 1, 2020  through  August 3, 2020 |

1. **Application Instructions:**

A complete application package consists of the following four components:

1. **Application Form**: Completed and signed application, which isavailable for download on the ORSP Internal Grants webpage. The Faculty SOS form is fillable, and electronic signatures are required.
2. **Project Narrative:**

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| Narrative Format: | |
| * 1-inch page margins | * 12-point Times New Roman or Arial font |
| * Double-spaced | * Footer that includes project title and page number |
| * 5 pages maximum |  |
| Narrative Content: | |
| * Project Title | |
| * Introduction: Provide an overview of the project, including a statement of purpose, goal(s), objectives, and hypotheses, if applicable. | |
| * Background/Literature Review: Provide a brief discussion of existing work in the area(s) of study, with citations. | |
| * Methodology/Approach/Plan of Work: Provide a research or creative design that is adequate for the stated purpose of the proposal. | |
| * Outcomes: Provide a description of the anticipated product(s) and outcomes(s) as a result of the award, including plan for dissemination. Publications or presentations arising out of the Faculty SOS grant program must acknowledge Jacksonville University as the funding source. Please include a statement to that effect in this section. | |
| * Broader impacts: Please discuss the significance of the project to the discipline and society, and its timeliness with respect to current trends in the discipline. Discuss the project’s potential for acquiring future external funding, if applicable. | |
| * Include a timeline of activities for the project period (April 1 – Aug. 3, 2020). | |
| * Include a list of references cited (not included in the 5-page limit.) | |
| Tip: Proposals should be written in a manner such that reviewers from other colleges will be able to understand and appreciate the significance of the project. | |

1. **Budget**: Please include a detailed budget table of projected costs to be supported by the grant and any matching funding acquired for the project. Faculty stipends/summer salary are ineligible costs. Travel for students and faculty is allowed, and the inclusion of student workers is strongly recommended. All budgets must include a corresponding budget narrative. Examples are provided on the ORSP webpage under Internal Grants.
2. **Curriculum Vitae** (2 pages maximum, single-spaced).
3. **Submission Procedure:**

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| * Proposals must be submitted electronically on or before **Monday, January 27, 2020, by 5:00 p.m**. local time to [ORSP@ju.edu](mailto:ORSP@ju.edu). Proposals   or addendums submitted after that time will be returned without review. |
| * Attach **each of the four components** (i.e., Application Form, Narrative, Budget, and CV) as a separate file in one email. Acceptable file formats are MS Word or PDF. A cover letter is not necessary. Paper applications will not be accepted. |
| * The **subject line** of the submission email should read   “Faculty SOS – FirstName LastName” |
| * Upon receipt of each submission, the ORSP will conduct an administrative review to ensure the application is complete and will then forward the complete application to Academic Affairs for review. |

1. **Awardee Requirements:**
2. **All funds must be spent** no later than August 3, 2020. Only the budgeted line items described in the original application will be eligible for reimbursement, so please plan your budgets carefully. Project extensions will not be given.
3. **Final** **Reports are due to the ORSP by Friday, September 4, 2020**. Future applications to any Internal Grant program offered by the ORSP will not be considered if a final report is not submitted for previously funded Faculty SOS projects.
   * Final Report Guidelines (2 – 3 pages max, double spaced)
     + Current state/progress of the project and Outcomes to date
     + Impact of the project
       - Presentations and publications
       - Student involvement
       - Other funding proposals in development to continue the project
       - Future plans for research/creative activity/scholarship