

## Summer Research/Creative Activity Grant Program

Those wishing to be considered for a Summer Research/Creative Activity Grant should use the attached application form and follow these guidelines:

1. Tenured and tenure-track faculty are eligible.
2. Awardees may teach no more than three credit hours (or the equivalent) during the summer the grant is received.
3. The selection process is competitive for this grant.
4. Faculty cannot receive a Summer Research/Creative Activity Grant in two consecutive summers.
5. There should be a tangible scholarly/creative product identified and resulting from this award.
6. The initial review of applications will occur by a college review committee determined and organized by the Dean. The Dean may charge an existing college-wide committee with this responsibility. The review committee will provide recommendations to the Dean.
7. The Dean provides recommendations and justifications to the Provost no later than April 1 of each year.
8. The Provost will charge a subcommittee of not less than 5 members of Graduate Council with evaluating and providing a rank-order of submitted applications to the Provost no later than April 15 each year.
9. The Provost will determine which proposals will be funded and inform the faculty applicant, their Chair, and Dean.
10. Proposals/Applications should include:
  - a. A statement describing the proposed scholarly/creative activity (no more than one page, double-spaced, 12-point font) to be completed over the summer.
  - b. A statement describing the scholarly/creative product that will be completed (no more than two paragraphs, double-spaced, 12-point font).
11. By the first day of classes for the Fall Semester following the summer research/creative activity period, a brief report (not to exceed two pages, double-spaced, 12-point font) should be submitted to the appropriate Department Chair, with copies sent to the appropriate Dean and the Provost. This report will describe accomplishments over the summer along with the next steps involved with advancing and completing the scholarly/creative activity.

**SUMMER RESEARCH/CREATIVE ACTIVITY RESEARCH PROPOSAL APPLICATION**

**PROJECT TITLE** \_\_\_\_\_

**FACULTY APPLICANT** \_\_\_\_\_

**DEPARTMENT** \_\_\_\_\_

**COLLEGE** \_\_\_\_\_

**I. DESCRIPTION OF SCHOLARLY/CREATIVE ACTIVITY**  
**(Attach statement, not to exceed one page, double-spaced, 12-point font)**

**II. DESCRIPTION OF SCHOLARLY/CREATIVE PRODUCTS AND REMAINING STEPS FOR ADVANCING THE PROJECT.**  
**(Attach statement, not to exceed two paragraphs, double-spaced, 12-point font)**

\_\_\_\_\_  
**Faculty Applicant Signature** **Date**

\_\_\_\_\_  
**Department Chair Signature** **Date**

\_\_\_\_\_  
**Dean Signature** **Date**  
**(Dean should attach recommendation and justification)**