

## **SFA Scholarship and Teaching Grants**

**Purpose:** The SFA Scholarship and Teaching Grants have been established to support faculty and staff research, creativity and teaching. This fund encompasses all departments and programs within the School and is intended to serve as a source for one-time needs or as seed money for projects that will be supported by external funding sources. Projects should also utilize matching grants when possible.

The primary goals of the fund are to:

1. support research, exhibitions, performances and other types of scholarship by faculty and staff
2. serve as an initial source of funding prior to application for external support
3. foster collaboration and creativity among disciplines
4. encourage innovation

### **General Guidelines:**

- Proposers must be full-time visiting, tenure-track or tenured faculty or full-time unclassified staff members within the School of Fine Arts. Collaborative projects submitted by two or more faculty are encouraged.
- Only one proposal per year may be submitted by an individual for up to a maximum sum of \$5,000. Grants typically range from \$1,500 to \$3,000. Proposals may receive full or partial funding based on merit and the availability of funds.
- The fund may be utilized for research and creative work; professional development (e.g. seminars, visiting other campuses or artistic venues); innovative teaching/learning and community outreach projects; materials or costs related to publication, exhibition, performance or recording; and travel. Travel must be clearly critical to the project. The fund will not be utilized for equipment purchases.
- Scholarship and Teaching Grants should not duplicate funding opportunities that may be found elsewhere (\*see list of potential university sources at the end of this document). Proposals should cite other sources of funds sought for the project. If external funding is not available, an explanation should be provided in the proposal. Proposals with no other possible source of funding will be given priority.

- Multiple year requests for the same or very similar projects will not be viewed favorably. It is expected that proposers will seek external funding for ongoing projects.
- The project should be brought to a timely completion. The amount budgeted must be expended within 12 months of the date when notification of the award is made. A final report detailing the results is required.

### **Submission of Proposals:**

Two rounds of funding will occur in 2010-11. The deadlines are October 22, 2010 and March 18, 2011. The application cover page must be submitted and include the signature of your department chair. Proposers should indicate the date and project title of any other recent proposals to any university or external sources.

The proposal narrative is limited to five double-spaced pages. It must address the following areas:

- An abstract of the proposal narrative, not to exceed one paragraph.
- Project Description: outline the nature and goals of the project and explain how the project addresses the SFA Scholarship and Teaching Grant goals.
- Plan: describe the methods, techniques, and activities you will utilize to accomplish the project.
- Expected Outcomes: delineate the expected benefits and results, including anticipated publications, exhibitions, or performances. Support letters, contracts, invitations, etc. documenting potential external communication of results are encouraged.
- Timeline: provide a brief outline of time plan for completing the project.
- Budget: provide a detailed budget with documentation of projected expenditures. Proposers must justify budget requests. Requests for travel money should include the status of the proposer's department/unit travel expenditures (i.e. have departmental/unit travel funds been exhausted?). Quotes for travel and hotel must include current documentation. Per diem cost is not supported.
- The proposer should indicate the viability of the project if partially funded.
- Include a brief description of other proposals under consideration for this project or cite the results of an unsuccessful search for other funds.

### **Evaluation Criteria:**

The SFA Committee on Academic Excellence will review the proposals and recommend projects to the Dean for funding. The committee is guided by the following principles:

- Members of the committee will not be excluded from applying. However, no member may be present for deliberations of his/her own proposal.
- Proposals that do not adhere to the above guidelines will not be reviewed.
- Proposals will be judged on the degree to which the project meets the stated Scholarship and Teaching Grants goals.
- Innovative projects bridging disciplinary lines, integrating artistic activities, and of artistic or scholarly experimentation and risk will be viewed more favorably.
- The proposed outcome and scope of the potential benefit will be carefully considered.
- Travel will be considered in the context of the full project and should be necessary for the completion of the project. Cost-sharing from hosting institutions or other funding sources is encouraged.
- Greater consideration will be given to proposers not funded recently or to projects without external funding possibilities.
- All proposals are evaluated in the context of requests submitted. Consequently, worthwhile projects may not be approved because of limited funding and the mix of proposals in any given round.

\*University internal funding opportunities include, but are not limited to, those found in the following locations:

- Advancement of Research & Scholarship (<http://www.miami.muohio.edu/research/internal-support/index.html>)
  - Office of International Education (<http://www.units.muohio.edu/internationalprograms/faculty.php>)
  - Center for the Enhancement of Learning and Teaching (<http://www.units.muohio.edu/celt/grants/>)
  - Information Technology Services (<http://www.units.muohio.edu/mcs/ITStrategicPlan>)
  - Center for Interactive Media Studies (<http://aims.muohio.edu>)
  - Havighurst Center (<http://www.units.muohio.edu/havighurstcenter/opportunities/funding.html>)
  - Office of International Education (<http://www.units.muohio.edu/internationalprograms/faculty.php>)
  - Center for American and World Cultures (<http://www.cawc.muohio.edu/about-us>)
- Seek OARS for assist with external funding sources (<http://www.miami.muohio.edu/research/external/index.html>)

**If you have questions, please contact Susan Ewing, Associate Dean, at phone # (513) 529-9838 or by email at <[ewingsr@muohio.edu](mailto:ewingsr@muohio.edu)>**