

**College of Fine Arts and Communication
Research and Creative Activity Grants
Fall, 2008**

The ECU CFAC is strongly committed to providing support for a number of competitive awards designed to encourage and enhance research, creative and scholarly activities for all members of the College faculty. Research and Creative Activity Grants (RCAG) will support innovative research and creative projects. These funds are being provided to enhance the reputation of the individual faculty member, the schools and the college.

SELECTION PROCESS

Applications will be reviewed and given a score by the RCAG Administrative Council. The RCAG Administrative Council will be comprised of the CFAC Dean, and Directors of the School of Music, The School of Theatre and Dance, The School of Communication and The School of Art and Design. The RCAG Administrative Council will rank the proposals based on the composite average of all scores and will decide how many proposals to fund and at what level.

Proposals will be assessed based on the following criteria:

- a) Quality of expected outcome. (Quality will be defined as the potential impact on the applicant's creative/scholarly development, the recognition and visibility of the CFAC and the community at large).
- b) Clarity and completeness of the project proposal, written in a clear, non-technical language appropriate for an interdisciplinary audience.
- c) Record of scholarly/creative activity of the applicant (relative to time in career).
- d) Clarity of the budget and budget justification.

Faculty Research and Creative Activity Grant (RCAG): Multiple Awards will be given for projects that support faculty research or creative activity that may or may not enhance the prospects for obtaining outside support. RCAG funds are available to scholars from all disciplines and can be used for projects during a twelve-month period as necessary by the applicant. These may include, but are not limited to, supplies and equipment, travel, stipends for research assistants, fees for permission to publish, as well as other support for publication, performance and exhibitions. Recipients of a RCAG are encouraged, but not required, to submit a proposal for outside funding. **Awards will be made up to \$10,000, with the number of awards and the amount of funding for projects determined on an annual basis by the RCAG Administrative Council.**

APPLICATION PROCEDURE:

The application should include:

1. Completed application cover sheet with required signatures.
2. A proposal of no more than 3 pages to include:
 - *Abstract of Project Proposal (not more than 150 words)
 - *Specific Goals/Objectives
 - *Time Line
 - *Expected outcome and impact of the project
3. Budget
4. Curriculum Vitae of no more than 2 pages (including research/creative activity for the last 5 years, current and pending grants for the last 5 years).

FINAL REPORTS:

A one-page final report is due 90 days after the end of the funding period or award termination date. **Failure to file a final report within the specified time could jeopardize consideration of future applications.**

DEADLINE:

Applications for all 2009-2010 Research and Creative Activity Grants are due by March 15, 2009. There is only one deadline per academic year.

The award period is May 1, 2009-May 1, 2010

ELIGIBILITY

Applicant must be an ECU CFAC faculty member on a continuous appointment (tenure-leading or tenured with a rank of Assistant Professor or above.) **Visiting, adjunct and fixed term appointees are ineligible.**

SUBMISSION OF APPLICATIONS

Application forms and attachments must be typewritten in 12-point font, double-spaced. The signed original and five (5) copies of the application are due in the College Office by 5:00 p.m. the day of the published deadline. Applicants should be aware that there might be earlier departmental deadlines to get all necessary signatures. **Incomplete or late applications will not be considered.**

Scoring Guidelines

The following guidelines are used for scoring RCAG applications:

- (1) A 100-point scale is used in evaluating applications.
- (2) Credit is given for a record of scholarly/creative activity, relative to time in career.
- (3) Budget and budget justifications are regarded favorably when complete, appropriate, and accurate.
- (4) For those faculty members who have previously received Research awards, credit is given for the effective use of those awards in producing quality scholarly/creative outcomes.
- (5) An attempt will be made to evaluate the quality of the scholarly/creative product for which funds are being sought.
- (6) **Incomplete applications or those that fail to follow the application procedure and format will not be considered.**

Scoring Form

- 1) The quality of expected outcome. (40 points)
- 2) The clarity and completeness of the project proposal, written in a clear, non-technical language appropriate for an interdisciplinary audience. (20 points)
- 3) The record of scholarly/creative activity of the applicant. (30 points)
- 4) Budget and justification. (10 points)

TOTAL: _____ (100)

ECU College of Fine Arts and Communication
Research and Creative Activity Grants
Application Cover Sheet

Supply all information requested on this form, obtain the signatures and submit **FIVE** copies and the original to 106 Erwin Building, the Office of the Dean, College of Fine Arts and Communication, East Carolina University

Deadline: March 15, 2009

Since awards are made on a competitive basis, **late or incomplete applications will not be accepted.**

Applicant(s) _____ Title/Rank: _____

Campus Address (Room, Bldg, ZIP): _____ Phone _____

Department/School: Terminal Degree/Date Awarded: _____

Title of project/activity: _____

Scope (check one): Regional National International

Total Amount of Request: \$ _____

Dates of Funding Period: _____

SIGNATURES:

(Applicant) (Date)

(Department Chair/School Director) (Date)

FOR DEAN'S OFFICE USE ONLY

AMOUNT AWARDED \$ _____

BUDGET

EXPENSES:

A. Project Expenses:

(Itemize expenses, with an explanation of how each item is necessary for the completion of the proposed activity.)

1. \$ _____

2. \$ _____

3. \$ _____

B. Related Travel Expenses (if appropriate)

Air Fare \$ _____

Local Ground Transportation \$ _____

Surface Travel (train, bus, ECU vehicle) \$ _____

Personal vehicle (mileage) \$ _____

Other \$ _____

C. TOTAL EXPENSES \$ _____

OTHER FUNDING:

Department Requested \$ _____ Received \$ _____

Honorarium/Stipend Requested \$ _____ Received \$ _____

Funding External to the College

Source:

_____ Requested \$ _____ Received \$ _____

_____ Requested \$ _____ Received \$ _____

_____ Requested \$ _____ Received \$ _____

TOTAL ADDITIONAL FUNDING \$ _____