

2010 SUMMER PROPOSAL DEVELOPMENT GRANTS

PURPOSE

Summer Proposal Development Grants are awarded to support and assist faculty with the development and submission of proposals for major programs of external funding. Grants will be made to faculty or faculty teams for development/preparation of one or more proposals that are to be submitted to funding agencies during the summer or fall term. Funds can be used to pay a stipend to faculty member(s) or can be used for travel to a meeting specific to the proposal, for materials, for student assistance or other expenses related to proposal development. The college expects to award three development grants each summer but is not required to do so.

ELIGIBILITY

The grant program will provide support for awards in the amount of \$4250 each (per team, if applicable). All tenured faculty and tenure-track faculty are eligible, subject to the restrictions below:

1. Faculty who have previously received a Summer Proposal Development Grant and have not submitted a proposal meeting the grant requirements are ineligible.
2. Faculty who intend to terminate employment or leave Canisius College, or faculty who have been notified by the College that they are on terminal notice and will not receive a contract during the next academic year are ineligible. Faculty receiving this award are expected to remain at Canisius College for the following academic year.

APPLICATION PROCEDURE

The deadline for applications requesting a 2010 Summer Proposal Development Grant is Tuesday, December 1, 2009. Applications must be received by the Office of Sponsored Programs, Room CT-314, no later than 5:00 p.m. on the deadline date. **Late or incomplete submissions will not be considered.**

Each application should contain as a minimum the following information:

1. An abstract or brief description of the activity that will be developed as a result of the proposal to be created. Activities may include research, equipment, new courses, and other resources. The abstract should define whether students will be involved (and how many), detail any interdepartmental collaboration, and detail if other institutions will be involved. (two page maximum)

2. Indication of the funding opportunity or program to which the proposal will be submitted, along with a copy of the Program Announcement or RFP. Priority will be given to applications that have identified a likely funding source for the proposal. The Office of Sponsored Programs, Room 314 Churchill Academic Tower, can assist faculty members in identifying potential funding sources (contact Mary Ann Langlois, Director of Sponsored Programs, at x2103).
3. Description of what the summer award will be used for, including a general approach to development of the proposal.
4. A Calendar for development of the proposal including deadline for proposal submission.
5. Identification of who will participate in the proposal development.

REVIEW PROCEDURES

The applications for funding under this program will be evaluated by a committee that will make recommendations to the Vice President for Academic Affairs for final decision. Notification of grants will be by letter in February of 2010.

REVIEW CRITERIA

Requests for these funds will be ranked according to their prospects for contributing to enhancement of the externally funded programs as well as the Plan for Academic Excellence of the College, taking into consideration the following characteristics of the anticipated external grant or contract:

- Overall expected budget size (Preference in excess of \$50,000 per year)
- Duration of external funding expected (Preference one year or longer)
- Level of advance information on one or more prospective funding sources
- Faculty involvement, across Canisius College and with other institutions (identify people and institutions, if known at this time)
- Incorporation of undergraduate and/or graduate students in the proposed project (provide number of students to be involved at each level)
- Level of organization and likelihood that one or more full scale competitive proposals will be submitted on a timely basis

INFORMATION

For more information or assistance in responding, contact Mary Ann Langlois, Director of Sponsored Programs at 888-2103, or e-mail to mal@canisius.edu