Faculty Excellence Grants Program

2018-2019

February 22, 2018

Provost Robert Mokwa, through the Center for Faculty Excellence, invites applications from tenure track and non-tenure track faculty for the Faculty Excellence Grants (FEG) Program. The FEGs will have a maximum award of $5,000 each. The goal of FEGs is to enable faculty to engage in activities that will enhance scholarship. Faculty in all disciplines are eligible to submit proposals.

FEG’s are separate from Scholarship and Creative (S & C) Grants that will be funded by the Vice President for Research and Economic Development for 2018-2019. The call for S & C Grants will be made later in spring semester and these grants will support scholarship and creative activities solely in the arts, humanities, and social sciences.

Information sessions will be held on Wednesday February 28 at 3:00 in SUB 233 and Monday March 5 at 12:00 in SUB 232.

Proposals will be evaluated by the impact on the individual’s scholarly activity and career.

Examples of activities include, but are not limited to the following:

- Short-term (less than one month) visits to other laboratories or institutions for the purposes of acquiring new expertise or critical background knowledge. This program is not intended to provide support for attendance at regularly scheduled discipline-based professional meetings.
- Preparation and submission of a grant proposal in response to a request for proposals from federal, state or private entities with an emphasis in STEM fields.
- Completion and submission of a research paper to a peer-reviewed journal, or completion of a creative work with an emphasis in STEM fields.
- Completion of a book with an emphasis in STEM fields.
- Research into teaching, assessment, and/or pedagogy with a goal of public dissemination of the results (e.g., the scholarship of teaching and learning)
- Travel to access specialized or unique resources (e.g., library special collections)
- Attendance at and/or presenting at relevant workshops or programs (e.g., on pedagogical innovations or on research techniques)

FEGs can be used to fund any of the following as long as the activity is intended to enhance scholarship. Highest priorities are to support activities that directly impact scholarship.
• Equipment and supplies
• Workshop registration costs
• Travel – Travel can commence starting July 1, 2018
• Per diem
• Course buy-outs, while they can be funded as FEGs, are not as high a priority for these grants. Course buy-outs will be for Fall 2018 and Spring 2019 only; funds cannot be used for summer salary. Course buy-outs are for tenure track faculty only. The cost of a course buy-out is the salary for someone to teach the course (rather than based upon the faculty member’s salary). This actual cost must be supported by a letter/note from an official in the department and included as part of the application packet. The level of support for the buy-out will be provided in the information from the college’s Dean. For further details on conditions for course buy-outs, contact Marilyn Lockhart at lockhart@montana.edu.

A small portion of the funding is reserved to strengthen the research programs of women faculty in Science, Technology, Engineering and Mathematics (STEM) disciplines and underrepresented areas of Social and Behavioral Sciences (SBS).

Note: Funds will be transferred to departments in September 2018.

SUBMISSION INSTRUCTIONS

The following process will be used for AY18-19:

1. A faculty member submits a request for a Faculty Excellence Grant to her/his Department Head. In the request, she/he will describe the activity they propose to engage in and indicate if the activity is for fall or spring semester of AY 18-19. The proposal should include a brief (one-page) overview that clearly describes the benefits to be gained from the proposed activities and a rationale based on the faculty member’s professional development goals. The submission must also include a budget summary, brief CV, and a list of current and pending research grants with a statement of time devoted to the project (see also NSF Grant Proposal Guide II.C.2.h). Example of format of current and pending grants:
   a. Project Title: xxxxx
   b. Agency, Requested Amount, Start/End Dates: xxxxxx
   c. Location of Project: xxxxxxx
   d. Commitment: xx academic months and xx summer months OR xx calendar months

Please combine these items into one document in PDF format.

2. The Department Head will provide an assessment of each request from her/his department and a ranking of all requests from the department to the Dean. The Department Head’s ranking should provide an explanation of how each proposal will have a substantial impact on the individual’s scholarly activity and career.

3. Each Dean will review the requests from her/his college and send a prioritized list, including the proposed activities and requested dollar amount in PDF format, to Marilyn Lockhart, Director of the Center for Faculty Excellence by 5:00 p.m., Friday March 23 in care of Julia Tietz at CFE@montana.edu. The Dean’s prioritized list will include an explanation of the prioritization process and rationale which includes how the proposals would have a substantial impact on the individual’s scholarly activity and
career. Deans can consider input from others in the department for their ranking. If the Dean does not support the request, she/he is to notify the faculty member that her/his request is not being submitted for further consideration. A faculty committee will be appointed to review all proposals and make a recommendation to the Executive Vice President for Academic Affairs and Interim Provost regarding proposals to be supported. Faculty will be notified of the decision no later than the week of May 1, 2018.

4. Faculty who are successful in securing a FEG will be expected to submit a one page statement of accomplishments to their Dean by February 1, 2019 for summer and fall semester 2018 awards and July 1, 2019 for spring semester 2018 awards. The Dean will evaluate the statement and notify the Director of the Center for Faculty Excellence of what was accomplished and whether the accomplishment was acceptable performance.

Faculty submitting proposals should also submit their proposal to the Office of Sponsored Programs via the ePCF (electronic proposal clearance form). Choose full proposal and “MSU Provost Office (MONPRO003) as the agency to which you are submitting.
Form and instructions can be found at http://www.montana.edu/research/osp/

Questions about the Faculty Excellence Grants Program should be directed to Julia Tietz at CFE@montana.edu or 994-4371.