

Call for Proposals, FY 2015
Scholarship and Creativity Grants for the Advancement
of the Arts, Humanities, and Social Sciences

Deadline: February 21, 2014

The Scholarship & Creativity Grant program supports scholarship and creative activity in the arts, humanities and social sciences, areas where relatively little private or federal support is available. Full-time, tenure-track faculty at MSU-Bozeman who have earned terminal degrees are eligible to apply.

Criteria

A faculty committee representing the arts, humanities and social sciences will evaluate proposals according to these criteria:

- The project's intellectual significance or artistic merit and its potential contribution to the field;
- The appropriateness of the project's methodologies, theories, or strategies, and the feasibility of the plan of work;
- The qualifications and expertise of the artist or scholar in relation to the project goals and the stage of the applicant's career;
- The promise of quality and the impact of any resulting publication or work of art;
- The potential for success, including the likelihood that the project will be completed within the projected time frame, and the appropriateness of the budget.

Please address each criterion in your proposal and write in a way that is accessible to your MSU colleagues who may not be in your discipline.

Each applicant may submit only one application to the S&C program each year. Even though some applicants have received funding in consecutive years, the committee recently has tended not to support applicants who have been funded by this program in the previous year.

Awards will be announced by early April so that successful applicants can move forward with projects. Questions about applications may be directed to Mike Neeley (mneeley@montana.edu), committee chair, ext. 7195. Questions about budgets or electronic submission can be directed to Peggy Kastella (Peggy.Kastella@montana.edu), ext. 2381) in the Office of Sponsored Projects.

Budget

Applicants may request funds for salary and benefits, supplies, travel and other expenses necessary to complete the proposed project. Award amounts will vary, but most will range between \$6000 (minimum) and \$22,000 (maximum). **Please consult with Peggy Kastella about your budget at least one week before the proposal due date.**

- Items that are often requested and funded include research/creativity travel, a course buy-out to provide time to complete the project, and summer salary. Applications that request only summer salary, however, will not be funded.

- The program funds up to \$6000 in summer salary. If you request summer salary, you must also include benefits at the rate of 35%. To apply for the maximum summer salary, you should budget \$8100 (\$6000 plus 35% of \$6000 for benefits).
- Course buy-outs may be requested, but only with pre-approval from your department head, as indicated by the signature on the ePCF. Consult with your department about the amount to request and be sure to include 35% benefits.
- For travel expenses, we usually approve \$23 per diem for in-state travel and \$41 per diem for out-of-state travel. For international travel, you may either retain receipts for reimbursement of actual expenses or claim the out-of-state per diem. Explain projected travel expenses in the budget narrative, being as specific and realistic as possible about the cost of transportation, lodging and other expenses.
- The following items are unlikely to be funded: more than one course buy-out per year; computers; equipment, unless it has a direct and clearly explained relation to the proposed project; post-production costs of books, articles or other creative activities; conference trips.

Submission

Please submit your proposal electronically to Office of Sponsored Programs by 5:00 p.m. on **February 21, 2014**. Look for the "Transfer Agency Files to OSP" on the ePCF Menu Options screen to submit your proposal to Peggy Kastella.

Applicants should submit the following in ONE document, which will be distributed to external reviewers and S&C Grant Review Committee members:

- A cover sheet, including a brief abstract of the project (the form is available at: www.montana.edu/wwwvvr/Awards/SCHOLARSHIPS_CREATIVITY/S_CCvrSht.doc)
- A narrative of no more than five single-spaced pages addressing the importance and potential impact of the project, and how it will advance your artistic or scholarly program; a plan of work, including descriptions of methodologies or processes to be used; and a timetable for completion of the project.
- A budget, including budget notes or a narrative explaining budget items
- A curriculum vitae

In separate documents, applicants should also attach:

- A completed OSP Proposal Clearance Form (ePCF), with requisite signatures. The form is available online at <https://helene.msu.montana.edu/epcfprod>. "Provost's Office" is the agency you are submitting to.
- Contact information (name, affiliation, address, phone number and email) of three appropriate reviewers, all external to MSU-Bozeman. Referees should be knowledgeable about your research area, but cannot be your dissertation advisor. We leave the selection of reviewers to applicants, but the committee finds more compelling reviews from those who are not closely acquainted with the proposer. **Applicants must confirm that recommended reviewers will agree to the review and be available to complete it between February 21 and March 21.**
- The narrative, budget and final report of any S&C grant you received in the last three years. Submit each year's grant as a single document.

Within six months of completion of the project, successful applicants shall provide a written report of grant activities and outcomes to the Provost's Office, their dean, their department chair and the chair of the Scholarship and Creativity Grant Review Committee. Recipients are also strongly

encouraged to present the results of their work to the university community through an exhibit, seminar or other appropriate forum.

Forums to assist potential applicants will be held:

Wednesday, January 29, 2 pm, Sociology/Anthropology Conference Room, Wilson Hall 2-111

Thursday January 30 at 3 pm, Sociology/Anthropology Conference Room, Wilson Hall 2-111

Cover Sheet

**Scholarship and Creativity Grants for the Advancement of the Arts, Humanities, and
Social Sciences, FY 2015**

(also available at
www.montana.edu/wwwvr/Awards/SCHOLARSHIPS_CREATIVITY/S_CCvrSht.doc)

Name: Department or School:

Rank:

Applicant's Email Address:

Title of Project:

Amount Requested: Award Period Requested:

Abstract of Proposal (not to exceed 250 words)

By submitting an S&C application, you confirm that you have read MSU Tenure-Track Faculty Collective Bargaining Agreement on Intellectual Property (Article 15) which can be found at: http://afmsu.org/webafmsu/2011.10.25_Final_TT_CBA.pdf