RESEARCH INITIATIVE and PILOT GRANT AWARDS
Fall 2018

Purpose
The College’s Research Initiative and Pilot Grant Awards have been created as annually funded support for the development of initiatives in a faculty member’s discipline. They develop from the College’s Strategic Plan to expand opportunities for the production of research, scholarship and creative activities (Priority 2). These awards are considered merit awards and the recipient will be selected on a written proposal.

Research Initiatives provide support for faculty to engage in significant research or artistic initiatives during the summer months. Research Initiatives provide salary or travel support of up to $3,500, payable by the end of June, for a concentrated research or artistic project conducted during the summer months. For additional information, contact Dr. Kemille Moore: moorek@uncw.edu.

Pilot Grant Awards provide support up to $3,500 for the development and submission of a grant proposal within one (1) calendar year. For additional information, contact Dr. David Webster: webste@uncw.edu.

Award and Activities
The Research Initiative and Pilot Grant Awards each provide salary or travel support of up to $3,500, payable by the end of June, for a concentrated research or artistic project conducted during the summer months. Each Pilot Grant Award carries salary by the end of June or travel support by mid-June of up to $3,500, to be used for the development and submission of a grant proposal within one (1) calendar year.

Eligibility
To be eligible, the applicant:

• Must be a full-time, nine (9)-month, continuing, tenure-track or tenured faculty member; and

• Must not have received the award during the previous three (3) academic years;

• Cannot receive more than one (1) award each academic year.

• If either award is taken as a salary stipend, faculty can teach no more than three (3) credit hours during Summer I nor receive other June salary; research funding from internal or external sources is not a barrier if those funds are earmarked entirely for non-salary support (such as supplies, travel or equipment);

• All travel reimbursements must be submitted by mid-June (airfare can be pre-paid by mid-June for trips as late as mid-August). For additional questions contact the CAS deans’ office.
**Application Deadline:** SEPTEMBER 15.
Applications must be received by the department chair by 5p.m. on September 15. If September 15 (or any other award-related deadline) falls on a weekend or holiday, the deadline is changed to the next business day.

**Application Proposal**
The application should be written for a multi-disciplinary audience within the College of Arts and Sciences. It must include the following:
- The prescribed cover page (both are appended);
- A specific and concrete description of the activities to be engaged in;
- A brief (one (1) page maximum) narrative budget explaining superficially how funding will be used (salary stipend, reimbursement for travel, partial stipend/reimbursement of travel);
- A brief (three (3) page maximum) description of the proposed research or artistic project that includes 1) its purpose and primary objective, 2) its scope of work, and 3) its significance and benefit to the discipline, university, department and its students; and
- A brief statement of the applicant’s preparation for the proposed initiative. The statement should include the anticipated end-product (such as target publication, juried performance, exhibit, or proposal and funding agency) as appropriate for the discipline.
- Proposals should be sent to Ms. Cathy Murphy: murphyc@uncw.edu. Only electronic proposals will be accepted.

**Selection of Recipients – Procedures**
By October 1, the department chair will forward to the dean’s office, murphyc@uncw.edu, those proposals that the chair considers most deserving of the award. By October 15, the dean will convene a group of representative faculty to review the proposals. After consultation with the committee, the dean will announce award recipients by October 25.

**Selection of Recipients – Criteria**
Evaluation of proposals will consider quality and feasibility, as well as potential benefit to UNCW, the College of Arts and Sciences, the department and its students.

**Subsequent Responsibilities**
By September 15 of the following year, the recipient will submit to the department chair a report on the completed activity (offering course in X, publication, exhibit/performance, etc.). The chair will forward it, with comments, to the dean, who will forward it to the provost, with the dean’s summary comment. Applicants who have not fulfilled subsequent responsibilities for previous awards will not be considered for further awards.
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Proposal Cover Sheet

Circle one: Research Initiative   Pilot Grant

Name: ______________________________________________________________________

Department: _________________________________________________________________

Title of proposed project: ______________________________________________________
____________________________________________________________________________

Expected semester of implementation: _____________________________________________

Year(s) of previous Research Initiative(s), if any: ______________________________

Signature of applicant: _______________________________ Date: ______________

The applicant submitting this proposal is a full-time, nine (9)-month, continuing, tenure-track or tenured faculty member who will not be teaching more than three (3) credits during Summer I, and will not be receiving other salary during June. The proposed scope of activity is reasonable for the available time and should result in a significant research/creative work by this faculty member.

Signature of department chair: _______________________________ Date: ______________
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Proposal Cover Sheet

Name: ______________________________________________________________________

Department: __________________________________________________________________

Title of grant proposal: ______________________________________________________________________

____________________________________________________________________________

Targeted funding agency: ______________________________________________

Expected date of submission: ____________________________________________

Year(s) of previous Pilot Grant Award(s), if any: _____________________________

Signature of applicant: ___________________________ Date: ______________

The applicant submitting this proposal is a full-time, nine (9)-month, continuing, tenure-track or tenured faculty member who will not be teaching more than three (3) credits during Summer I, and will not be receiving other salary during June. The proposed scope of activity is reasonable for the available time and should result in a significant research/creative work by this faculty member.

Signature of department chair: ___________________________ Date: ______________