

USC Lancaster Research and Productive Scholarship Grant Application and Guidelines

Mission Statement

The purpose of the Faculty / Staff Research & Productive Scholarship Fund is to encourage and support faculty and professional staff in their efforts to pursue productive research and scholarship which will result in publication, presentation, creative exhibition, performance or other formats suitable to the discipline.

For faculty, the Fund may support scholarly activities that facilitate meeting the requirements for tenure, promotion or post-tenure review.

For professional staff, the Fund may support professional development in the applicant's area of responsibility or intellectual interests.

Eligibility Requirements

All full-time faculty and full-time professional staff are eligible to apply for funds. Fund recipients become panelists for the next award period; therefore, they are ineligible to apply during the year following their awards.

Review Process

Applications will be reviewed by a panel consisting of the Research and Productive Scholarship Committee members appointed by the Dean and the previous year's recipients who have made significant progress towards their project goals.

Restrictions

The Fund will not pay tuition and fees for degree programs.

Applicants may submit only one proposal per funding cycle.

Fund recipients are ineligible to apply in the year following their award.

Fund recipients must continue to be employed by USC Lancaster for the duration of the award year.

Deadlines

Proposal packages are due **November 30, 2011**. Packages should be converted into a PDF and emailed to the Office of Advancement, Sherri Gregory.

Awards

The award year will be May 1, 2012-April 30, 2013.

Award Amount

Award amounts vary based on the review panel's assessment of the merit of the project being proposed and are recommended to the Dean by the review panel.

Required Application Materials

All support materials will be appropriate to the applicant's discipline. Incomplete applications will not be considered.

Humanities Division

- Project abstract (no more than 2 typed pages)
- Summary of intent, purpose and expected outcomes. Describe what you plan to do, when and where the project will take place (if applicable), and how the activities will happen.
- Curriculum vitae relative to project intent (no more than 2 pages)
- Work samples that reflect the quality of the applicant's prior related activity. Samples can be in the form of text, video, film, audio, CD, slides, or any medium relevant to the project and/or discipline.
- Itemized budget using enclosed form.

Math, Science, Nursing, & Public Health Division

Business, Behavioral Sciences, Criminal Justice, and Education Division

- Statement of research question and hypothesis
- Indication of the significance of the question - Why is it important, and in what context?
- Review of relevant literature
- Description of detailed methodology, including references
- Appropriate approvals (i.e. USC IRB, Ethics/Human Subjects Committee, Animal Care Committee)
- Complete list of references cited
- Itemized budget using enclosed form
- Curriculum vitae, including any previous publications/presentations relevant to proposed research

Panel Review Criteria

Applications should exhibit evidence that the project design is feasible, well planned, accurately budgeted and that it supports the mission of the Fund and the University.

Final Report

The award recipient must submit a written report to the committee at the conclusion of the project and no later than April 30, 2013. The final report should include a summary of research and/or scholarly results of the project.

Extension

In the event the award recipient has not completed the project by the conclusion of the grant year (April 30) and wishes to extend their funds they must request an extension. Extensions should explain the circumstances upon which the request is made and be specific about the amount of funds to be extended. Requests for extensions should be emailed to Office of Advancement, Sherri Gregory no later than April 30, 2013.