Early Career Faculty Research Grant Program

- Funding opportunity strongly focused on developing research initiatives of COE new, tenure-track assistant professors in their first five years of employment. Only one proposal may be submitted by an individual per funding cycle. Faculty may only receive funding once through the COE Early Career Faculty Research Grant Program.

- Priority placed on the concept of providing “seed money” to support activities consistent with establishing a track record of accomplishments including, but not limited to, initial studies that establish a line of research and activities to establish partnerships or service enterprises to develop a research agenda.

- At the end of the funding period some product must result (e.g., manuscript submitted for publication, pilot data, grant proposal, plan for a service program, etc.). A plan leading to external funding must be presented as part of the application.

- Applicants are encouraged to select a research mentor to assist with the development and implementation of the research.

- Funding amount: A maximum of $5000 for project use. Allowable expenses:
  - General expenses of research, such as supplies, materials, services, etc., which are essential to the project.
  - Travel costs, including subsistence, which are essential for the conduct of the research.
  - Graduate research assistants as support staff for faculty research. (Grants are not intended to support students’ thesis or dissertation research. Proposals requesting graduate student stipends should make clear the role played by the student in the faculty member’s research program.)
  - At the end of the project period, any unexpended funds must be returned to the Dean’s Office.

- Assistant professors can receive funding one time through this program.

- Funding is not:
  - For faculty salary
  - A source of support for an ongoing program
  - An alternative source of funds for programs already developed to a level which normally would justify support from external agencies
  - To provide “matching” funds, where such funds are required as part of an external proposal
  - For travel funds to attend professional meetings. Support for those expenses is available through other COE programs, or in special cases, through the Office of the Vice President for Research.

- Early Career Evaluation Rubric

- End of Project Report: A final report (maximum of 4 pages) outlining outcomes of the work supported by Early Career funding will be required within one calendar year of the end date for the project.

Proposals Due: 2nd Friday of February. Applicants should submit required materials electronically to Grace Thornton before 5 p.m. on the due date in one pdf document.

*Up to five awards per year may be awarded.*
Application Requirements:

Proposal components:
**Cover sheet:** Completed sheet signed by the applicant and department head serves as Page 1.

**Narrative** (Limit of 5 single-spaced pages): Section headings include:
- *Background/Introduction*
- *Expected Impact on field*
- *Significance to the development of a program of scholarly activity*
- *Research Plan*
- *Research Timeline*
- *Expected sources of Future Support for continued research in topic area(s)*

**References** (Limit of 1 single-spaced page)

**Budget and Budget Narrative** (Limit of 1 single-spaced page): Must include list of expenses and explanation of proposed expenses.

**Format:** Proposal components must be written in 12-point font with no less than 1” margins.

**Contact** [Grace Thornton](mailto:grace Thornton) with questions about the application process, to receive a sample application, or for review services. Budget development is also available through the Research Office.

**Review Process**

COE Research Faculty will review all applications using the [Early Career Evaluation Rubric](mailto:Early Career Evaluation Rubric) and make recommendations for funding to the COE Associate Dean for Research.