

DEAN'S INCENTIVE GRANT Instructions to Applicants for 2008-2009

Purpose

The purpose of the Dean's Incentive Grant (DIG) is to enhance research activity in the College of Health Professions. The Dean invites applications from faculty who will use the funds for scholarly research that facilitates acquisition of external funds and/or publication in refereed journals.

Application & Funding Dates

Application Deadline	Notification	Funding Period
October 15, 2008	December 15, 2008	Spring 2009 to Spring 2010
February 18, 2009	April 15, 2009	Fall 2009 to Fall 2010

Funding

A maximum of \$5,000.00 can be requested in a single proposal. The funds provided by the Dean's Incentive Award are to be used for expenses associated with the research project during the term of the award, such as data collection, data entry, transcription and/or equipment. This award may not be used for faculty salary.

Application Procedures

Submit an electronic copy (pdf) and one hard copy of the proposal to Jane Kurtz, Associate Dean for Faculty Affairs, by the deadlines listed above.

Applications must include the following and should be no longer than 15 pages:

- cover page, signed by PI and department chair
- an abstract
- a research plan, including explicit description of how the project will lead to publications and external grant submissions and related previous work by the applicant(s)
- budget justification
- a time-line (projects cannot exceed one year)
- NIH biosketch for all personnel involved in the project (excluded from 15 page limit).

Review Procedures

Applications for the Dean's Incentive Grant will be reviewed by the Research, Study Leaves, and Awards Committee in a timely manner. The process will include evaluating the merits of the research question(s), the methods and design of the study, the clarity of the proposal, the ability of the applicant to carry out the proposed work within the specified timeline, and to successfully attain the stated outcome of a journal article and/or external grant proposal.

Written feedback on the Dean's Incentive proposal will be provided to the applicant by the committee and may include a request for additional information and/or modifications to the original proposal. Such feedback is intended to help the applicant achieve a fundable/publishable project.

The committee will forward recommendations to the Dean who will make the final funding decisions.

Expectations

- Awardees are expected to apply for external funding and/or publication in a peer-reviewed journal.
- A written report on the progress of awardees toward those goals is required within one month of the end of the award period (one copy each to the Dean's Office and to the Chair of Research, Study Leaves and Awards Committee).
- Awardees will be asked to discuss their work at a Collegial Assembly Faculty Development seminar or to present their work at the Annual Student Faculty Research Symposium.