The College Committee on Creative Accomplishment and Research announces the competition for the 2013-14 academic year with a deadline for receipt of proposals in 124 Borland Building by 5:00 p.m. on Tuesday, October 15, 2013. The Committee operates within a mandate to distribute the limited resources at its disposal to projects that promise a high degree of national and international visibility and recognition for the applicant and that hold the greatest possible significance to the applicant, the discipline, the College and the University.

- The proposal should demonstrate that the completed project will be a significant contribution, nationally and/or internationally, to the applicant’s field which will result in products, exhibits or performances that are refereed, juried, invited, or that are otherwise meritorious.
- The completed project should represent a measurable and timely advance in the applicant’s professional career and should contribute to the positive image and reputation of the University as a whole, nationally and/or internationally.
- The proposal itself should be a model application for funding: well organized, well written, complete, concise, and comprehensible to evaluators outside the participant’s field.
- The proposed timetable and plan of action should be realistic and the budget clearly articulated and itemized.
- Budget items must be annotated with explanations of each line items’ relation to the proposal activities. Applicants should ensure that the budget items and amounts are accurate to the best of their knowledge at the time of the application.
- The proposed project shows promise of significant external funding.

Proposals should indicate that the faculty member has undertaken an initial exploration of the topic. Applicants need to demonstrate how the present project is distinguished from previous projects that have been undertaken and/or funded by the College Committee.

Eligibility. Eligibility to apply for funding in this College competition is open to all faculty with continuing appointments in the College of Arts and Architecture. Applicants must present documentary evidence (through copies of proposals, applications forms, etc.) of having applied to at least one appropriate external source for funding (outside the University) for their work in the year prior to their current application. Such applications may be for this or other projects. Applications that do not include such evidence will not be funded. The requirement for prior application for external funding does not apply to faculty in their first year in the College. First time applicants are encouraged.

Review. All proposals will be evaluated and the College Committee on Creative Accomplishment and Research will make recommendations for funding to the Associate Dean for Research. In its recommendations for funding, the College Committee will take into consideration any funding awarded to the applicant in the concurrent October competition of the Institute for the Arts and Humanities.

Draft Review. Upon request, members of the committee and the Associate Dean will review drafts of proposals before submission. The deadline for receipt of proposal “drafts” is Tuesday, October 1, 2013. Please submit your draft as an electronic document and e-mail it to rxp5@psu.edu.

Calendar. Funding from this competition can be expected to be allocated before the end of the Fall Semester 2013. All grant money must be spent or encumbered by the end of the third full semester following the award of a Faculty Research Grant. All remaining grant funds not spent during the stipulated period will be revoked.

Funding. Proposal budgets will include items and costs that enable the creation of projects and the dissemination of their results. Examples of such requests may include but are not limited to: publication costs including some subvention costs of publication; teaching reduction costs to pursue research during semesters; funding for organizing Penn State hosted national or international research conferences; travel, lodging, and meals in conducting research/creative activities; photographs and copying; research assistant wages or assistantship
augmentation; the purchase of equipment integral to research and creative projects (such equipment remains the property of Penn State); costs of production, curation, and/or exhibition of research and creative work; and expenses for freighting and delivery of work, etc. The Committee will fund no more than 50% of the cost of materials or equipment that accrue to the equity of the applicant after project completion. Nor will it fund fees to profit-making companies for the promotion, marketing, and sale of a faculty member’s work. Please use one of the attached budget templates as the basis for your budget.

Format for Applications. Proposals must be concise and written in a manner that can be easily understood by committee members from disciplines other than the applicant’s. Proposals will be no more than four pages. One set of supplementary materials such as slides or publications may also accompany the proposal. The proposal must include the following headings and inclusions:

- Abstract (a summary of the research or creative project not to exceed 150 words).
- Objectives (what the applicant intends to accomplish)
- Background (a review of previous literature and/or activity)
- Plan of work (specific procedures, methodology, schedule, resources)
- Anticipated outcome (product, research findings, creative work)
- Dissemination of results (e.g., publication, exhibition, performance; documentation of specific commitments and guarantees in writing strengthen the proposal)
- National or international significance of the project (for the applicant, the discipline, and Penn State)
- Relationship of the project to prior research (by the applicant and/or others)
- Identification of external sources of funding that can support the project to completion where applicable.
- Detailed budget (items rounded off to the nearest ten dollars) PLEASE USE ONE OF THE ATTACHED BUDGET TEMPLATES (AVAILABLE ON THIS SITE) AS A GUIDE FOR PREPARING YOUR BUDGET.
- Abbreviated curriculum vitae (must be up-to-date) Maximum 5 pages
- DOCUMENTED EVIDENCE OF APPLICATION TO EXTERNAL SOURCES OF FUNDING SINCE OCTOBER 2012 FOR THIS PROJECT OR OTHERS

Attachments (optional):
Supplementary materials (e.g. one set of slides, publications, musical compositions, or original works of art, manuscripts, etc.)

Proposal Submission: A draft of the proposal must be delivered to the applicant’s unit head at least ten days before the final deadline. The unit head will provide the committee with an evaluation and ranking of proposals from the unit, including confirmation of any financial commitments that they will be making towards the faculty’s research (e.g., teaching reductions, equipment requests, etc.)

EIGHT copies of the proposal must be submitted to the Office of the Associate Dean for Research by 5:00 p.m. on Tuesday, October 15, 2013. One set or copy of any supplementary materials is sufficient and may be delivered as hard copy to 124 Borland Building.

Final Report. A report must be filed with the Associate Dean for Research within 60 days after the completion of the project or within 60 days after the end of the three-semester grant period, whichever comes first. The report should provide details concerning the use of the funds awarded, the outcomes of the creative work or research, its impact on the discipline, its national or international visibility, and any future outcomes anticipated or initiatives planned.

Criteria for Proposals for College Faculty Research Grants

The criteria used by the review committee in evaluating proposals will be those listed as bullet points at the top of page one.

2013-14 College Committee for Creative Accomplishment and Research
Madhuri Desai Velvet Brown Annie McGregor Randy Ploog (Ex officio)
Darla Lindberg Neil Korostoff Karen Keifer-Boyd Andy Schulz (Ex officio)