

# CEHS Faculty Scholarship Grant

Applications due Nov. 9, 2016



*College of*  
Education &  
Human Services

## About

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Tenured and tenure-track faculty members are eligible for the **Faculty Scholarship Grants**. The CEHS Faculty Scholarship Grants will be awarded in support of **original research or creative work**. There is only one CEHS Faculty Scholarship Grant application due date for the 2016-17 academic year and up to 7 grants will be awarded for this grant cycle. Each grant specifically supports faculty course reassignment for one course during the fall 2017 or spring 2018 semester. Faculty may also apply for up to \$1,000 for supplies and expenses related to their identified scholarly activity

Faculty members may only be awarded one CEHS Faculty Scholarship Grant every three years. If you have received a Scholarship Grant in the past, you are not eligible to receive another award until three years from the date you submitted your previous grant's final summary.

Faculty Scholarship Grant recipients must teach at least one class during the semester the course release is taken. Faculty members who are teaching an overload or receiving supplementary compensation for online teaching or course development during the semester the course release is used will NOT be considered for this grant.

### **The awardees will be expected to complete at least one of the following:**

- Submit an article for publication to a national/international peer reviewed journal or a creative work to a national/international juried exhibition
- Submit a proposal for a presentation at a national/international peer reviewed conference
- Submit a proposal for an external grant

Each awardee must submit a project summary to Sheila Roupe, the CEHS Special Project Manager ([roupe1sm@cmich.edu](mailto:roupe1sm@cmich.edu)) as well as the department chairperson and the CEHS Dean's Office by **Aug. 27, 2018**.

**Priority** will be given to regular faculty who have a 3/3 teaching load. Other preference will be given for grant applications that:

- Support collaboration across departments within CEHS and the CMU community
- Engage in scholarship that leads to an external grant proposal

All applicants must update their profiles in CMU's Online Faculty Information System (OFIS) to be eligible for this grant.

# Scholarship Application

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## I. Applicant information

Name: \_\_\_\_\_

Department: \_\_\_\_\_

Campus Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Campus Phone: \_\_\_\_\_

Have you ever received a CEHS Faculty Scholarship Grant?

- Yes, Date report was submitted \_\_\_\_\_
- No

Requested Semester of Course Release:

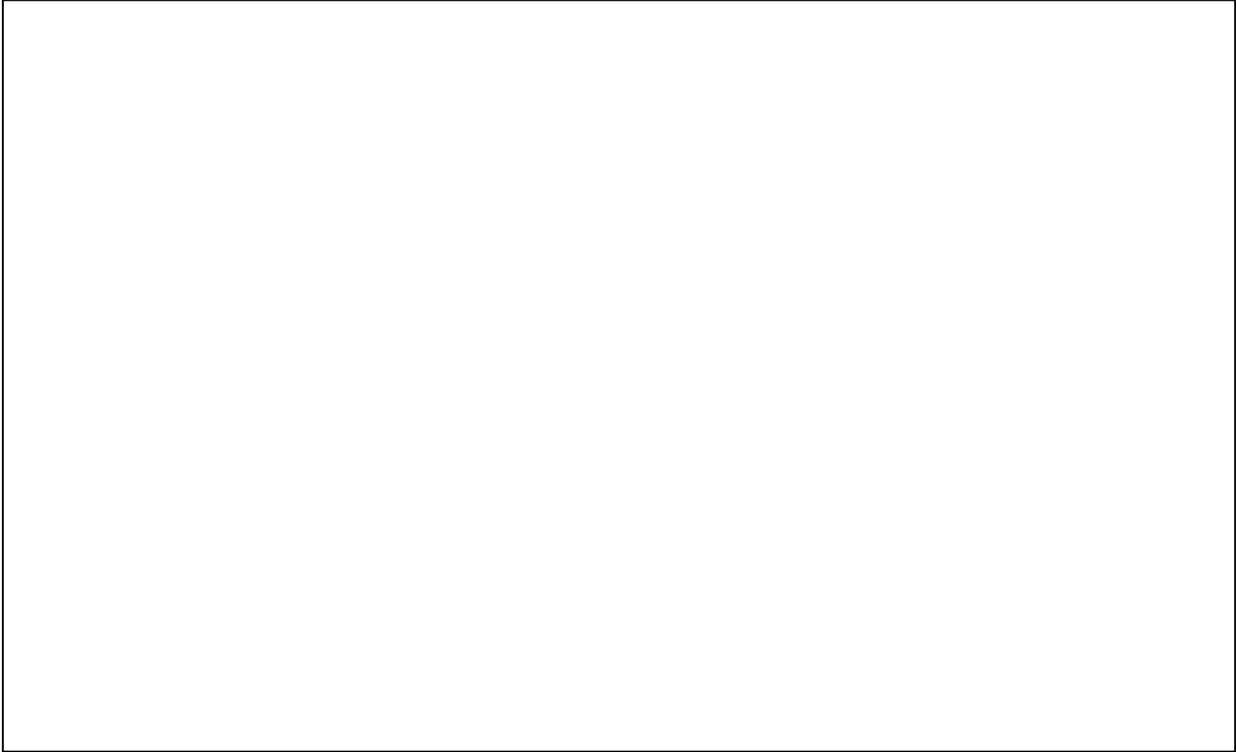
- Fall 2017
- Spring 2018

List any research support/funding you have already received to support this line of inquiry:

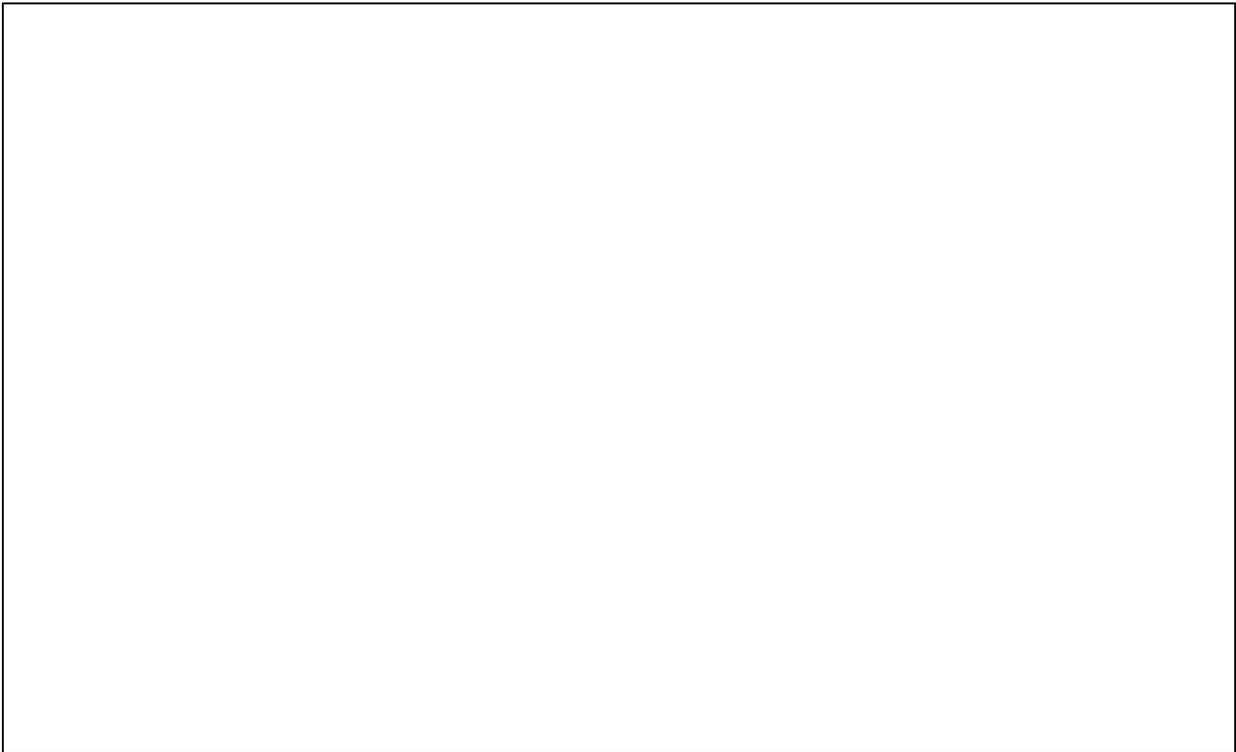
Within your department, are you a research track faculty who already teaches less than a 3/3 load. If yes, what is your current teaching load? Please explain how this grant will provide unique support not currently covered with your research load.

**II. Project Title**

**III. Project Abstract (100-150 words)**



**IV. Project Objectives (100-150 words)**



- V. **Benefit Statement to your program area, department and the CEHS (100-150 words):**  
Please explain how this opportunity will positively impact CEHS students, staff, faculty, and your profession.

**VI. Budget Proposal (up to \$1,000)**

<b>Expense Description</b>	<b>Approx. Amount</b>
Air Travel/Lodging	
Research Assistance	
Materials	
Technology	
Data Fees	
Printing	
Advertising	
Dissemination/Exhibit Expenses	
Other	
<b>Total Budget Proposal</b>	

**Comments**

**VII. Plan for Dissemination (150-200 words): Describe precisely your plans for the dissemination of your research or exhibition of your creative work.**

**VIII. Chairperson Acknowledgement**

*\*Please note, either have your chairperson sign this document, or ask your chairperson to submit an email of acknowledgement to Sheila Roupe at [roupe1sm@cmich.edu](mailto:roupe1sm@cmich.edu), by 5 p.m. on Nov. 9, 2016.*

**Chairperson comments regarding this application:**

As chairperson of the department representing this applicant, I have read this application and understand that this applicant is applying for the reassignment of one course for the Fall 2017 or Spring 2018 semester.

\_\_\_\_\_  
Chairperson signature

\_\_\_\_\_  
Date

**IX. Curriculum Vita: Please attach a copy of your updated OFIS to this application (Click on the Rapid Reports tab on the OFIS interface and choose the Vita-General option for the past 3 years).**

# Scholarship Conditions

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In order for your application to be considered all items must be checked and a signature provided.

- I understand that I may not submit this application if I am teaching an overload course or receiving supplementary compensation for online teaching or course development during the semester the course release is used.
- I understand that the funding of the CEHS Faculty Scholarship Grant requires that I am faculty with a full time position for the 2017-18 academic year and that I am teaching at least one class in the semester I use the course release.
- I understand that I may be granted only one CEHS Faculty Scholarship Grant every 3 years from the date of submission of my previous grant's final summary.
- I agree to submit at least two of the following: a proposal for an external grant; an article for publication to a national/international peer reviewed professional journal; a proposal for a presentation at a national/international peer reviewed professional conference.
- I understand that the funding of the CEHS Faculty Scholarship Grant requires that I submit a project summary detailing the results of this project to Sheila Roupe, CEHS Special Project Manager ([roupe1sm@cmich.edu](mailto:roupe1sm@cmich.edu)) as well as the department chairperson and the CEHS Dean's Office by Aug. 27, 2018.
- I will apply for approval, follow and abide by IRB protocol if my study includes human subjects or related IRB research.
- I have updated my profile in CMU's OFIS to reflect up to date information regarding my contact information and scholarly and creative activity.
- I understand that all funds allocated through this grant must be disbursed by June 30, 2018.

I have read and agreed to all of the above CEHS Faculty Scholarship Grant Conditions.

***\*Please note, you may either sign this in print or if you are submitting your application materials online, your electronic signature will fulfill the requirements.***

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Applicant's signature

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Date

# Scholarship Timeline

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Nov. 9, 2016	Applications due to Sheila Roupe, CEHS Special Project Manager, 421 Education Building, <a href="mailto:roupe1sm@cmich.edu">roupe1sm@cmich.edu</a> .
July 1, 2017	Funds available for use.
June 30, 2018	All funds from this grant must be spent.
Aug. 27, 2018	Summary of grant activity due to Sheila Roupe ( <a href="mailto:roupe1sm@cmich.edu">roupe1sm@cmich.edu</a> ) as well as the department chair and the CEHS Dean's Office.

## Application Checklist

- CEHS Faculty Scholarship Grant Application
- Project Abstract, Key Objectives, and Benefit Statement (300-450 words)
- Budget Outline
- Plan for Dissemination (150-200 words)
- Chairperson Acknowledgement
- Curriculum Vita

If you have any questions about these application procedures, please contact:

Joy Lee, CEHS Leadership Fellow  
CEHS Dean's Office | 989-774-2035 | [lee6s@cmich.edu](mailto:lee6s@cmich.edu)  
Or  
Sheila Roupe, CEHS Special Project Manager  
421 Education Building | 989-774-3054 | [roupe1sm@cmich.edu](mailto:roupe1sm@cmich.edu)