

**SUMMER RESEARCH AWARD  
APPLICATION FORM**

**Application deadline: March 30, 2012**

Return completed application to the Faculty Senate office, Memorial Student Center, room BW14. Email applications will not be accepted.

**General Information:** The Research Committee solicits applications for funding of summer research and creative endeavors. These funds are made available to full-time faculty who hold nine-month appointments and are awarded on a competitive basis. **Faculty who are not returning to Marshall University in the fall are not eligible to receive an award.** Funds are largely unrestricted, but are intended to support specific research projects that will enhance the reputation of Marshall University and the professional standing of the recipient. Use of these funds to conduct research that may be the basis for securing other extramural funding is particularly encouraged.

**Method of Application:** The complete application will consist of three parts as follows: (1) The applicant will complete the form below and use it as a cover sheet for the application. (2) The applicant will provide an abstract of the research or creative endeavor on a separate page, not to exceed 400 words. (3) A current curriculum vitae will be included as part of the application. No other materials are required for making the awards, but the applicant should ensure that all necessary information to allow complete evaluation of the proposal is included. The application should be able to stand alone without additional supporting material.

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

Degree and Faculty Rank: \_\_\_\_\_

Department and College: \_\_\_\_\_

Title of Proposal: \_\_\_\_\_

Are you teaching this Summer Session? Intersession    I    II    III

**Awards:** The maximum amount of the award will be \$2,000 per faculty member. This will be paid directly to the recipient after the committee has selected the proposals to be funded and as soon as the payroll office is able to process the checks. The award will be considered income and will have withholding tax deducted from the proceeds of the award. If any part of the award is actually nontaxable, the recipient shall be responsible for obtaining a refund of taxes withheld.

**Accountability:** Each recipient will provide the Chair of the Research Committee a brief summary (not to exceed 400 words) of the results of his or her work no later than the first day of the Spring Semester 2013. A manuscript intended for publication may be submitted in lieu of the summary. **The summary is to be sent to Bernice Bullock in the Faculty Senate office.** Emailed submissions will not be accepted. Individuals who fail to provide such a summary will be ineligible for a subsequent summer award.

**Limitations:** The recipient is expected to have adequate time to do the proposed research. Therefore, the committee is unlikely to give high priority to faculty teaching several summer sessions. The committee will not give two awards for two faculty members working on the same project. It will declare any joint application or any separate applications for the same project ineligible for funding. The Research Committee will not provide funding for any portion of a project that is also funded under faculty development grants.

**Amount Requested** (Maximum amount is \$2,000): \$\_\_\_\_\_

Will the amount be used as salary?    Yes    No    **(If No, attach a budget to this application.)**

**Method of Review:** The application will be reviewed by the appropriate subcommittee of the Research Committee on the basis of the significance and quality of the proposal. A subcommittee representing each college will be selected and will consist of the college's representative to the Research Committee and at least two other full graduate faculty members from that college. Each application will be judged by the criteria noted above. Each application will receive a priority score and those scores will be used to determine the order of funding. The number of grants allocated to each college will be proportionate to the number of eligible applications received from that college. A report regarding both the previous year's college competition for summer research grants and the criteria employed by the applicant's college may be obtained from the applicant's representative on the Research Committee.

**Assistance with Application:** Questions regarding the application process or the format should be addressed to any member of the Research Committee, preferable the member representing the applicant's college.