

**REQUEST FOR PROPOSALS:  
John Marshall University Scholars Awards for Spring 2021  
(DEADLINE FOR APPLICATIONS: March 3, 2020)**

Provost Taylor has announced the availability of funds sponsored by his office to create the University-wide **John Marshall University Scholars Award** program. This program provides full-time probationary tenure-track and tenured faculty members, at any rank, and librarians with a semester-long four-course reassigned time commitment to pursue original creative work, scholarship or research. This award may be paired with a sabbatical semester to enable a year-long period to devote to a project.

**ELIGIBILITY REQUIREMENTS**

- Applicants must be full-time probationary tenure-track or tenured faculty members or librarians at Marshall University
- Faculty recipients are expected to devote the full period of the award to the proposed project. Therefore, recipients cannot teach or accept overload assignments during the award period.
- Faculty members are eligible for only one award—academic year or summer (see accompanying RFP)—within a three-year period. They may apply for both simultaneously.

**PROGRAM CHARACTERISTICS**

The proposed project can involve research, design, development, field study, creative work or performance. The project should be structured so that the awardee can produce creative or scholarly output (e.g., a presentation, a paper ready for publication submission, exhibit, or performance) at the end of the semester award period.

**DUE DATE**

Complete applications must be received by 5:00 p.m. on Tuesday, March 3, 2020. Please send a .pdf version of your application by email to [plumleya@marshall.edu](mailto:plumleya@marshall.edu)

**REVIEW OF APPLICATIONS**

A University Committee chartered by the Provost, chaired by the Vice President for Research, and composed of a representative from each college, will review the proposals as prioritized by the originating colleges and select the projects that will be funded under this program.

**NUMBER OF AWARDS ANTICIPATED-** Two awards of a semester-long four course reassigned time commitment will be made per semester.

**ANNOUNCEMENT OF AWARDS-** April 2020

**FINAL REPORT -** Due September 30, 2021 to Dean and CWSA

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**APPLICATION REQUIREMENTS**

Proposals should be written with minimal use of jargon.

The project proposal should not exceed five single-spaced pages. The faculty member's name, college and project title should appear in the header on each page along with the page number. The appendices and attachments are not included in the length restriction.

The following format should be followed:

**1. Applicant Information** The title of the project, the faculty member's name, 901#, email address, college, department and college should be provided.

**2. Project Description.** This section should consist of a clear layman's description of the project and its significance. Since proposals will be reviewed by faculty with subject matter expertise but not necessarily with direct involvement in the proposed area of study, careful consideration should be given to giving a concise description of the "what" and "so what" of the proposal.

**3. Methodology.** Provide a description of how the scholarly/research topic is to be investigated or the creative activity is to be conducted. What steps are involved? What sources and resources will be used?

**4. Outcomes.** Provide a description of the anticipated outcomes associated with the project, e.g., a conference paper, report, journal article, exhibition, performance.

**5. Budget.** Include a short paragraph describing how the project funds will be used. If the proposed project includes anticipated travel related to the project, please indicate how travel costs will be covered.

**6. Appendices, Attachments.** If appropriate, the applicant should include copies of relevant materials.

**Evaluation Criteria:**

Creative or Scientific Significance and Potential- 35 points

Creative or Scientific Originality-35 points

Clarity of the Proposal and Methodology-15 points

Likelihood of the proposed work being accomplished in the time described-15 points

Awardees will be required to submit a no-more-than five page report detailing their accomplishments by September 30, 2021