

James C. Carter, S. J. Faculty Fellowship Program AY 2018-2019

To support faculty scholarly, teaching, community engagement, and creative activities, the dean's office announces the James C. Carter, S.J. Faculty Fellowship Program.

Fellowship Information

A number of CAS faculty members will be named Carter Fellows and will receive funding of **UP TO** \$1,000 during the fall, spring and summer semesters. Applicants with an appropriate project will have the opportunity to solicit supplemental funding of up to \$1,000 to support undergraduate research/collaborative scholarship. The dean and associate dean will select the Carter Fellows.

Eligibility

- All CAS full-time faculty are eligible to apply
- Endowed professors/Chairs are discouraged from applying
- Faculty who have received a Marquette Fellowship for the summer of 2018 or 2019 are ineligible to apply

Selection Criteria

- Ordinary faculty have priority for funding
- Significance of the project
- Quality of the design and description of the project
- Promise that the project will lead to publication, exhibition, performance, or significant pedagogical innovation

Application

- Cover sheet (found on the intranet) stating the title of the project, the applicant's name, a brief description of the project (100-125 words) and signatures of applicant and the department chair
- Project narrative that describes the project, including its significance and design, and plans for publication, performance, exhibition, or pedagogical innovation. Include a project timetable detailing the work to be performed. (ONE page maximum)
- Project timetable detailing the work to be performed
- Project budget (One page maximum)
 - Eligible expenses include but are not limited to:
 - Purchases of books, research documents, equipment, software, publication costs, etc.
 - Related travel (if project includes travel, please explain how classes will be covered)
 - Other costs directly associated with scholarly, teaching or creative activity
 - If applying for undergraduate research/collaborative scholarship funding, specify how the funds will be spent (e.g. 100 hours of support for an undergraduate student at \$10 an hour*)

There will be an initial deadline for proposals of October 1, 2018. After this deadline and while funding is available, faculty can continue to request funding until March 30, 2019. The proposal must be submitted in electronic form to Diane Riehlmann at riehlman@loyno.edu.

Final Reports

Fellows will submit a one-page written report of work accomplished to the CAS Office of the Dean by January 7, 2019 for fall projects, and July 31, 2019 for spring and summer projects. **All funding must be spent by July 15th of the current fiscal year.**

***Before students can be engaged as student research assistants a PNF will need to be filled out and approved.**

Does your research involve human subjects? ___ Yes ___ No.

If yes, funding for this project is contingent on receiving IRB approval. If you have IRB approval prior to submitting your proposal, please attach the approval memo to your application. If you do not have IRB approval at the time of your submission, please complete the IRB protocol as soon as possible after your proposal submission. See <http://academicaffairs.loyno.edu/grants-research/human-subjects-institutional-review-board-policy-and-procedures-0> for guidance on filing an IRB Protocol. Please contact Erin Dupuis, IRB Co-Chair with any questions. (edupuis@loyno.edu, 865-3133)