

## **Cleveland State University Scholarship Initiative**

### **The Office of Sponsored Programs and Research The College of Graduate Studies**

The division of Sponsored Research and Graduate Studies is pleased to announce the Cleveland State University Scholarship Initiative (CSUSI). The CSUSI has been established to facilitate faculty scholarship and research. As CSU moves toward becoming the region's urban research university, the scholarly reputation of each discipline is vital to our mission.

Full-time members of the graduate faculty who have regular tenure-track appointments are eligible to apply for research funding up to \$5,000. The CSUSI funds faculty conducting quality research or other creative or scholarly activity that advances the respective field or discipline. Funding may cover travel to library and archival collections, graduate student assistance, manuscript preparation, and necessary materials. The CSUSI does not fund travel to attend conferences.

#### **Criteria:**

CSUSI proposals will be evaluated by the University Research Council and judged according to the likelihood that the project will be brought to fruition, and that the finished product will advance scholarship and result in original creative publications or texts. The project must potentially raise the scholarly and creative profile of Cleveland State University. Outside recommendations should address these issues.

#### **Deadline:**

Submit one completed hardcopy and one electronic copy (Word or PDF file) via email to Darlene Hill at [d.hill02@csuohio.edu](mailto:d.hill02@csuohio.edu) by **Tuesday, April 6, 2010**. Questions concerning the CSUSI may be addressed to Associate Dean Jeffers at [j.m.jeffers53@csuohio.edu](mailto:j.m.jeffers53@csuohio.edu).

#### **Terms:**

Work on a funded project must begin within the twelve months following the date of award activation.

#### **Reporting Requirements:**

A final report must be submitted to the Office of Sponsored Programs and Research no later than 30 days after the end date of the grant. The report should present the accomplishments of the project including a summary of findings as well as the securing of book contracts and/or article acceptances.

One copy of all papers, books, or other publications that result from support must accompany the final report.

Each publication resulting from the grant must carry an acknowledgment that the project was carried out with support from *Cleveland State University Scholarship Initiative*.

**Preparing the Application:**

Applications must be prepared using a 10-point or larger font on 8 ½" x 11" paper with 1" margins. Handwritten materials will not be accepted.

**Cover Page:**

The application cover page should list the title of the project, the applicant's name, rank, department, and email address.

**Page Two:**

One page should consist of a summary of your proposed research project that explains the significance and originality of this research in your discipline.

**Page Three:**

Provide one page outlining your qualifications for this research and how this work fits into your ongoing scholarly profile.

**Page Four:**

One page devoted to justifying your budget. Provide proposed expenses and a brief justification for each expense. Describe how each budget item requested is essential to the project.

**Page Five:**

Provide a one page discussion of the logical venues for your work, such as book publishers, articles targeted for specific journals, grant proposals to specific agencies, or alternative forms of presentation such as performances or exhibitions.

**Abbreviated Curriculum Vitae:**

Provide an abbreviated two page curriculum vitae. Include details of education, dates attended, field(s) of study and degrees granted; include employment details and list of publications and research in the last three years.

**Letters of Recommendation:**

Each research application should have two letters of recommendation by acknowledged experts in the field detailing the merit of the project proposed. Letters should not be from CSU colleagues or administrators. Due to time constraints, letters of recommendation may be submitted via email to Darlene Hill at [d.hill02@csuohio.edu](mailto:d.hill02@csuohio.edu) or Dean Jeffers at [j.m.jeffers53@csuohio.edu](mailto:j.m.jeffers53@csuohio.edu). All letters of recommendation must be received by **Tuesday, April 6, 2010**.