

**College of Fine Arts and Communication
2018-2019 Research and Creative Activity Awards**

The College of Fine Arts and Communication is committed to providing support for a number of competitive awards designed to encourage and enhance research, creative and scholarly activities for tenure track and tenured members of the College faculty. Research and Creative Activity Awards (RCAA) will support innovative research and creative projects.

SELECTION PROCESS

Applications will be reviewed by the Research and Creative Activity Award's (RCAA) Administrative Council. The RCAA Administrative Council will be comprised of the CFAC Dean and Associate Deans, and Directors of the School of Art and Design, School of Communication, School of Music and School of Theatre and Dance.

Proposals will be assessed based on the following criteria:

- a) Quality of expected outcome. (Quality will be defined as the potential impact on the applicant's creative/scholarly development, the recognition and visibility of the CFAC and the community at large).
- b) Clarity and completeness of the project proposal, written in a clear, non-technical language appropriate for an interdisciplinary audience.
- c) Record of scholarly/creative activity of the applicant (relative to time in career).
- d) Clarity of the budget and budget justification.

Faculty Research and Creative Activity Award (RCAA): Multiple Awards will be given for projects that support faculty research or creative activity that may or may not enhance the prospects for obtaining outside support. RCAA funds are available to scholars from all disciplines and can be used for projects during the fiscal year for which they are awarded and subject to any current budget restrictions. These may include, but are not limited to, supplies and equipment, travel, stipends for research assistants, fees for permission to publish, as well as other support for publication, performance and exhibitions. Recipients of a RCAA are encouraged, but not required, to submit a proposal for outside funding. **Awards will be made up to \$10,000, with the number of awards and the amount of funding for projects determined on an annual basis by the RCAA Administrative Council, based on availability of funding.**

Funds are NOT available for faculty salaries.

APPLICATION PROCEDURE:

The application should include:

1. Completed application cover sheet with required signatures.
2. A proposal of no more than 3 pages to include:
 - a. Abstract of Project Proposal (not more than 150 words)
 - b. Specific Goals/Objectives
 - c. Time Line
 - d. Expected outcome and impact of the project
3. Budget
4. Curriculum Vitae of no more than 2 pages (including research/creative activity for the last 5 years, current and pending grants for the last 5 years).

FINAL REPORTS:

A one-page final report is due 90 days after the end of the award termination date. All grant recipients will be expected to present at the Spring College Convocation. **Failure to file a final report within the specified time will jeopardize consideration of future applications.**

DEADLINE:

Applications for all 2018-2019 Research and Creative Activity Awards **are due by 5:00 March 15, 2018 to the CFAC Office in Erwin 106.** There is only one deadline per academic year.

The award period is July 1, 2018-May 1, 2019. Funding will begin July 1, 2018.

ELIGIBILITY

Applicant must be an ECU CFAC faculty member on a continuous appointment (tenure-track or tenured with a rank of Assistant Professor or above.) **Visiting, adjunct and fixed term appointees are ineligible.** *Applicants who have previously won an award are not eligible again for two academic years (e.g., 2016-17 and 2017-18 award winners are not eligible to apply).*

SUBMISSION OF APPLICATIONS

Application forms and attachments must be typewritten in 12-point font, double-spaced. The signed original of the application is due in the College Office by 5:00 p.m. of the day of the published deadline. Applicants should be aware that there might be earlier departmental deadlines to obtain all necessary signatures. **Incomplete or late applications will not be considered.**

ECU College of Fine Arts and Communication

Research and Creative Activity Awards Application Cover Sheet

Supply all information requested on this form, obtain the signatures and submit the original to 106 Erwin Building, the Office of the Dean, College of Fine Arts and Communication, East Carolina University

Deadline: March 15, 2018

Since awards are made on a competitive basis, **late or incomplete applications will not be accepted.**

Applicant(s): _____ Title/Rank: _____

Campus Address (Room, Bldg.): _____ Phone: _____

Department/School: _____

Terminal Degree/Date Awarded: _____

Title of project/activity: _____

Scope (check one): Regional National International

Total Amount of Request: \$ _____

Dates of Funding Period: _____

SIGNATURES:

(Applicant) _____ (Date)

(Department Chair/School Director) _____ (Date)

FOR DEAN'S OFFICE USE ONLY AMOUNT AWARDED \$ _____

BUDGET

EXPENSES

A. Project Expenses

(Itemize expenses, with an explanation of how each item is necessary for the completion of the proposed activity.)

- 1. _____ \$ _____
- 2. _____ \$ _____
- 3. _____ \$ _____

B. Related Travel Expenses (if appropriate)

Air Fare \$ _____

Local Ground Transportation \$ _____

Surface Travel (train, bus, ECU vehicle) \$ _____

Personal vehicle (mileage) \$ _____

Other \$ _____

TOTAL EXPENSES \$ _____

ADDITIONAL FUNDING:

Department Requested \$ _____ Received \$ _____

Honorarium/Stipend Requested \$ _____ Received \$ _____

Funding External to the College

_____ Requested \$ _____ Received \$ _____

_____ Requested \$ _____ Received \$ _____

_____ Requested \$ _____ Received \$ _____

TOTAL ADDITIONAL FUNDING \$ _____