

THE SUMMER FACULTY RESEARCH FUND AWARD
Faculty Research Funds Committee

_____ Principal Investigator	_____ Department	_____ College
Campus Address and Phone:	_____	

TITLE OF PROPOSAL:

Endorsement:

It is understood that this grant will be administered in accordance with the guidelines that accompany this request. Recipients are expected to devote a minimum of 1.5 months to approved projects, and, as such, **they may earn no more than 1.5 months of additional summer salary through the University (this includes teaching).**

The Department/College indicated above will make available the additional necessary supplies, facilities, and/or equipment not covered in the proposal to support the research described in this proposal.

Signature of Principal Investigator

Date

Signature of Department Chairperson

Date

Signature of Dean of the College

Date

PLEASE SUBMIT THE ORIGINAL PLUS 8 TWO-SIDED COPIES (9 TOTAL) OF THIS PROPOSAL TO THE FACULTY RESEARCH FUNDS COMMITTEE, C/O GAYLE ANDERSON, OFFICE OF RESEARCH AND SPONSORED PROGRAMS, 443 CORBETT HALL. IF YOU HAVE ANY QUESTIONS, PLEASE CALL 581-1498.

DEADLINE FOR SUBMISSION OF PROPOSALS IS: DECEMBER 30, 2004 BY 4:30 PM

LATE PROPOSALS WILL NOT BE ACCEPTED -- NO EXCEPTIONS!!!

Investigator's Name: _____

PRINCIPAL INVESTIGATOR INFORMATION

(Summer Faculty Research Fund Award)

This must be completed by the applicant and included with the proposal.

1. Are you a **full-time** _____ tenured, _____ tenure-eligible, or _____ soft-money faculty member (check one)? If you are a soft-money faculty member, please describe the nature and duration of your appointment.

2. How long have you been employed by the University of Maine? _____

3. Is this project:

A new project for an untenured faculty member _____, initiation of a new line of research _____, continuation of an existing research program _____, or other (explain)?

4. Will the project involve the use of the following:

	No	Yes Approval Pending	Yes Approval Granted
a. Radioactive materials?	_____	_____	_____
b. Human subjects?	_____	_____	_____
c. Vertebrate Animals?	_____	_____	_____
d. Recombinant DNA?	_____	_____	_____

If a proposal is selected by the FRF Committee for an award, funding will not be released until appropriate clearances have been granted.

continued

5. Have you received Faculty Research Funds before? If so, please provide below the information requested.

<u>Competition</u>	<u>Year Awarded</u>	<u>Amount Requested</u>	<u>Amount Received</u>	<u>Final Report Submitted to Committee (y/n)*</u>
Regular:	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____
Summer:	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____
Scholarly Materials and Equipment:**	_____	_____	_____	N/A
	_____	_____	_____	N/A
	_____	_____	_____	N/A
	_____	_____	_____	N/A

*** Proposals from individuals with any delinquent reports will not be considered.**

** Formerly known as Scientific Equipment and Book Fund

Include resulting publications or other outcomes of these awards in your proposal as outlined in the Instructions for Proposals.

THE SUMMER FACULTY RESEARCH FUND AWARD
Faculty Research Funds Committee

GENERAL INFORMATION:

1. The purpose of the Summer Faculty Research Fund Award is to stimulate and facilitate faculty research and scholarship and to further the long-range goals of the University. **When the Faculty Research Funds Committee weighs funding decisions for comparable proposals, it normally gives priority to newer members of the UM faculty and to faculty members who propose to redirect their research programs. In addition, since the University currently has a substantial amount of money to invest in research and development areas (advanced materials, biotechnology, precision manufacturing, aquaculture and marine sciences, information technologies, environmental technologies, and forestry and agriculture), priority will be given to faculty outside those areas when allocating FRF funds.**
2. Eligibility is limited to full-time faculty. This includes tenured, tenure-eligible, and soft-money faculty for whom research is an expected component of their appointment. This program is not intended to support the collective efforts of multiple investigators. Faculty are eligible to receive this award **every three years**; therefore, if you have received this award during the previous two years, you are not eligible. Only one submission per person, per competition is allowed. **Faculty members receiving substantial start-up funds are ineligible to receive awards from the FRF Program for a period of two years.**
3. Summer Faculty Research Funds are intended to assist faculty in establishing or maintaining high quality research programs. This competition is not intended to support the collective efforts of multiple investigators. In the event two proposals represent joint work, each investigator must submit a separate, stand-alone, proposal representing the work to be done by that individual. Each proposal must be designed so that the work proposed can be completed regardless of whether the companion proposal is funded. Companion proposals with identical text will not be considered.
4. Awards are for faculty salaries only and are for a set amount of \$7500 per grant. Awardees will receive \$3,750 in each of their July and August paychecks. Awards are for a minimum of 1.5 months research effort; requests for less time will not be considered. **(NOTE: Recipients may earn no more than 1.5 additional months of summer salary through the University – this includes teaching.)**
5. The project for which faculty research funds (FRF) have been requested must not depend on funding from subsequent FRF competitions.
6. In reviewing proposals, the Committee considers: the quality of the presentation, the probable value of the research to the applicant, the University of Maine, and the field of the research, the training, experience, and past support and productivity of the applicant, and the adequacy of supporting facilities. Each point in the Evaluation Criteria is used by the Committee in the review of every proposal; therefore, applicants should use these guidelines for preparation of proposals.
7. A two-page report summarizing results and copies of publications resulting from the project are required at the termination of the project. **Proposals from individuals with any delinquent reports will not be considered.**

THE SUMMER FACULTY RESEARCH FUND AWARD
Faculty Research Funds Committee

INSTRUCTIONS FOR PROPOSALS:

The Faculty Research Funds Committee represents a broad range of disciplines from the entire University of Maine faculty. Consequently, the proposal should be written for a general audience (except the Methods and Materials section, where discipline-specific details are necessary). **The body of the proposal, items 1-5 below, is limited to 10 pages, double-spaced.**

THE FOLLOWING FORMAT MUST BE USED IN THE DEVELOPMENT OF THE PROPOSAL. ONLY PROPOSALS SUBMITTED IN THE FORMAT REQUIRED WILL BE ACCEPTED FOR CONSIDERATION.

1. Abstract: Prepare this section to clearly summarize for nonspecialized readers the significance, objectives, and methodology of the proposed research. Abstracts must be no longer than 250 words.
2. Specific goals or objectives of the proposed research: State clearly the hypothesis(es) to be tested, or the question(s) to be asked, and the types of information to be collected.
3. Background information regarding the research being proposed and the relevance of the proposed research to the needs of the field.
4. Methods and materials: describe clearly the procedures of information/data collection, analysis, and interpretation, associated with specific objectives of research.
5. The significance of the research being proposed: The applicant is requested to indicate how this Summer Faculty Research Fund Award will enhance their career development and advance the missions of their department and the university. Projected outcomes of the project (e.g., publications, performances or showings, external grant applications, etc.) should be indicated.
6. Bibliography. Include only those references cited in the text.
7. Principal Investigator:
 - a. Biographical material.
 - b. List of publications, presentations, showings, performances, etc., from the last five years only.
 - c. List proposals submitted and awards received from external sources during the past five years.
 - d. List and describe the financial resources available under your direction during the current academic year, including gifts, grants and contracts, and **ALL** internal funds (start-up funds, cost-sharing, R&D funds, etc.).

8. If you have received funds previously through the Regular Faculty Research Fund, Scholarly Materials and Equipment Fund (formally known as Scientific Equipment and Book Fund), or Summer Faculty Research Fund, append the following information to your proposal:
 - a. What attempts have you made to obtain external funding in support of your research program?
 - b. What publications or works have resulted from your earlier Faculty Research Fund grants?

**SHOULD YOU RESIGN FROM THE UNIVERSITY BY SEPTEMBER 1,
YOU MAY NOT ACCEPT THIS AWARD**

FOR INFORMATION ONLY --DO NOT SUBMIT WITH APPLICATION PACKAGE**EVALUATION CRITERIA--FACULTY RESEARCH FUNDS COMMITTEE
SUMMER FACULTY RESEARCH FUND COMPETITION**

1. Abstract:

Summary/Overview of project. Does it answer generally:

 - What is to be done?
 - How is it to be accomplished?
 - Does it give a clear picture of the thrust and scope of the project?
 - Is it readable and understandable?

2. Objectives of the proposed research:
 - Are the research goals clearly stated?
 - Do we know:
 - What the researcher wants to accomplish?
 - What information the researcher plans to gather?
 - What hypothesis(es) will be tested, or what question(s) will be asked?

3. Background information:
 - Does the applicant clearly and adequately describe why she/he is proposing this particular research direction and emphasis?
 - How does this research fit into what is being done in the field?
 - What has been done in the past?
 - What has been left undone?
 - How does this research fit into the current state of knowledge/research in the field.
 - How does this research fit into the applicant's overall research career?

4. Methods:

Does the researcher clearly and adequately describe how she/he will carry out the project?

 - Does the researcher present a step-by-step process of information collection, analysis, and final integration of materials for meeting final goal(s) of research?
 - Is there a clear and realistic delineation of time frames for each of the steps?
 - Are the research steps and time frames related back to the objectives stated above?
 - Can the project be accomplished as outlined?
 - Are the facilities available for accomplishing this research?

5. Significance:
 - Are the expected tangible outcomes of this project clear?
 - Significance to the applicant's research advancement:
 - How will this work enable the applicant to advance as a researcher/scholar?
 - Significance to the University's research program (e.g., publications, presentations, grant proposals, etc.).
 - What is the significance to the University's overall research effort?
 - How does the research fit into other University work?

FOR INFORMATION ONLY --DO NOT SUBMIT WITH APPLICATION PACKAGE

6. Bibliography present--only those references cited in the text.

7. Principal Investigator:
 - Pertinent biographical information present.
 - Scholarly productions/activities, past five years only.
 - List of proposals submitted and awards received from external sources during the past five years.
 - List and description of the financial resources available under his/her direction during the current academic year, including gifts, grants and contracts, and **ALL** internal funds (start-up funds, cost-sharing, R&D funds, etc.).

8. Activities related to previous faculty research funds:
 - Investigator's attempts to obtain external funding for his/her research program.
 - Publications/works resulting from previous FRF grants.

9. Overall presentation:
 - Did the applicant follow directions?
 - Is the proposal readable?
 - Is the format followed?
 - Is the proposal coherently organized, well written, and carefully presented?