

**2014-2015 Faculty Research & Development Mini-Grants  
REQUEST FOR PROPOSALS (RFP)  
PROPOSAL Deadline is January 31, 2014**

**Overview of the Mini-Grant Program**

Faculty are invited to request support for research and instructional innovation projects to be conducted during the Fall or Spring semesters of the 2014-2015 academic year. The Faculty Research & Development Mini-Grant program seeks to support tenure-track and lecturer faculty in innovations in teaching, research, or the production of scholarly work.

Interested faculty should submit a proposal that conforms to the proposal components found on the Mini-Grant Proposal Help Sheet. Mini-Grant proposals may be submitted by individual faculty members or by a team of faculty members. Only one proposal per faculty member can be accepted, whether individual or part of a team. Applicants may request reassigned time for Fall 2014, Spring 2015, or both at the assigned time rate of \$2540 per credit (\$7619 per 3-credit course) and/or up to \$3,000 for other expenses (supplies, student assistants, equipment, travel, etc.). The reassigned time portion of this faculty development program will be available to tenure-track and full-time lecturer faculty only.

Please note the following criteria for mini-grant review identified in [Senate Policy 11-14](#).

**Review Criteria**

- The MRC shall evaluate the relative coherence, clarity, and general academic quality of each proposed project in the following specific areas: stated goals and anticipated outcomes, contextual significance of research or creative project, research plan and methodology, and anticipated method for disseminating results and measuring a successful outcome.
- The MRC shall evaluate how each proposed project will contribute to the applicant's/s' professional development needs. Professional development includes publishing scholarly work, convening or presenting in academic conferences, improving teaching effectiveness, and other reasonable forms.
- With the exception of probationary faculty, faculty shall be given lower priority for an award if they were granted a Mini-Grant in the preceding year.
- The MRC shall carefully consider the status of each grant writer (lecturer, probationary, or tenured faculty member) and strive to achieve a reasonable balance across statuses as it establishes a final ranking of proposals. Special consideration may be given to probationary faculty.
- Special consideration shall be given to proposals that are more intensive and could not reasonably move forward without support.

**Notes for this year's RFP:**

- (1) Mini-grant proposals are encouraged that lay groundwork for further grant proposals for procurement of larger external funds. Those interested in further grant proposals should work with RSP to identify opportunities for external funding.

- (2) A Mini-Grant Proposal Help Sheet is available as a template to help you to create, format, and review your proposal before submission. That document is attached with this announcement, and it will also be downloadable from the faculty development web site at [http://facultydevelopment.csuci.edu/mini\\_grants.htm](http://facultydevelopment.csuci.edu/mini_grants.htm).

**Submission and Review**

Proposals are due by midnight, January 31, 2014. Faculty submitting proposals should forward a copy to their relevant program chairs/directors at the time of submission.

When you are ready to submit, enter or paste your text into the form at <http://go.csuci.edu/minigrant>. In the event you experience problems with the submission process please contact Jason Miller, ([jason.miller@csuci.edu](mailto:jason.miller@csuci.edu)).

If awarded, faculty recipients should submit a report of results by June 30, 2015.