



WICHITA STATE UNIVERSITY

AWARD FOR RESEARCH/CREATIVE PROJECTS IN SUMMER (ARCS)

Award Dates: May 1, 2009 thru August 31, 2009

(Summer pay is limited to those pay periods not allocated to the 9 months academic pay)

GENERAL: ARCS provide a stipend of \$3,000 for 2 months to enable faculty to pursue research or creative projects during the summer. Awardees are expected to resume their teaching in the fall for the next academic year. Proposals are reviewed by the Senate Faculty Support Committee. Requests for exceptions to grant terms and conditions may be considered.

ELIGIBILITY: Full Time current tenured and probationary faculty holding no more than a 10-month appointment (with no teaching or any other concurrent appointment or employment at WSU or elsewhere for 2 months) are eligible. Endowed/distinguished professors are ineligible as are temporary and visiting faculty. Those who accept a summer award from their college (for that summer) are also ineligible. A faculty member may receive only one of the following in a fiscal year: an ARCS, a University Research/Creative Projects Award (URCA), a Multidisciplinary Research Project Award (MURPA) or a University LINK Award (ULINK). Faculty receiving ARCS awards are ineligible in this competition for the following three years.

DEADLINE: The deadline for a completed, fully signed application in the Office of Research Administration (ORA) is **November 14, 2008**.

PROPOSAL FORMAT: See "What to Submit" on the next page.

ALLOWABLE COSTS: In addition to the stipend of \$3,000, ARCS provide up to an additional \$1,000 for other operating expenses. Depending on the project being proposed, an applicant may designate that the \$3,000 salary stipend amount be made available for other purposes, such as student assistants or travel. A detailed budget with justification must be provided for all items other than the stipend; the roles of student or technical assistants must be clearly defined. Costs **not** allowed include materials readily available from the department; travel to present findings; course development; text book writing or typing; page, review and reprint charges; dissertation preparation; food/catering service; and gift certificates/cards. Expenses must be incurred during the grant period of May 1, 2009 thru August 31, 2009.

CRITERIA FOR EVALUATION: Soundness and significance of the proposed research/creative project; validity of approach or methodology; qualifications of applicant; adequacy of resources, and adherence to allowable costs.

AWARDS: Awards are made by the Associate Provost for Research from recommendations of Faculty Support Committee subject to availability of funds. Awards will be announced by mid-February, 2009.

FINAL REPORT: A final report with all data/manuscript(s)/product(s) generated is due in ORA by November 1, 2009. The filing of the report is a precondition to any future award.

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WHAT TO SUBMIT

PLANNED PROPOSAL DEVELOPMENT: Indicate funding agencies identified for proposal submission upon completion of this project including a time schedule for submission; follow the guidelines of the indicated funding agencies in preparing the ARCS proposal. Include the following items in narrative form attached to the completed and signed cover sheet:

PROJECT DESCRIPTION - The text needs to include enough detail about the project so that reviewers can assess the quality, feasibility and significance of the project. It should also be written in **plain language** and **limited to 5 pages** that include items a-f. Any page(s) exceeding the limitation will be removed before circulation to the reviewers.

- a. **Abstract.** Provide a brief narrative in non-technical language describing the project, its overall goals and specific objectives, and the approach/methodology to be employed.
- b. **Background.** Present the project to be addressed and the importance of the proposed project.
- c. **Methodology/approach.** Provide both a description of and a justification for the project. For research projects, this might include design, sample size, measurement techniques, instrumentation and data analysis. For creative projects, this might include an outline of the project, a sample of the material, a description of the plot e.g., slides, audio or videotape, written description. Include a timetable for accomplishing specific tasks. If student assistance is requested, clearly delineate the activities of the faculty investigator and student.
- d. **Significance.** For research projects, describe the expected outcomes and their impact on current understanding, knowledge or practice. For creative projects, describe the significance of the project both to a particular field and to the arts and humanities in general. For either project, describe how the project contributes to the applicant's professional development as a scholar.
- e. **Adequacy of resources.** Describe relevant experience, and what space, facilities and equipment are available. Provide evidence for access to facilities elsewhere if necessary to carry out the proposed research. For artistic endeavors, include information on galleries, events, judges/juries, etc.
- f. **Planned proposal development.** Indicate funding agencies identified for proposal submission upon completion of this project or concurrently, and include a time schedule.

VITAE - Limit to 3 pages. Include date and institution of terminal degree, publications, and/or creative projects for the past 10 years (in print or accepted). The vitae must delineate the applicant's role in multi-authored citations (e.g., primary author, secondary author, principal investigator, co-principal investigator, data collection, data analysis, director, choreographer, etc.). Any page(s) exceeding the limitation will be removed before circulation to the reviewers.

BUDGET: An itemized budget MUST be provided. See "Allowable Costs" section on page 1. *If Faculty Stipend is budgeted or Student/Technical Assistants budgeted, the appropriate Fringes must also be budgeted.* If you do not know your Fringe Benefit rate or would like help with your budget, please contact Debby Werth, debby.werth@wichita.edu, x6806.

SCHEDULE OF SUMMER ACADEMIC/PROFESSIONAL ACTIVITIES: Present a schedule of planned summer activities, demonstrating that time is available for the proposed project.

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Proposal Application

NAME _____ myWSU# _____

RANK/TITLE _____ DEPARTMENT/COLLEGE _____

TITLE OF PROJECT _____

AMOUNT REQUESTED _____ PROJECT PERIOD FROM _____ TO _____

Check appropriate box(es) if this proposal includes any of the items listed below. **The cost of animal care and costs of disposal of radioactive wastes and hazardous wastes/biohazards must be included in the proposal budget.**

Humans _____* Animals _____* Radioisotopes _____* Biohazards _____*

*Initial of Committee Chair or Director of Hazardous Materials Office.

PRIOR UNIVERSITY RESEARCH OR SUMMER GRANTS: YEAR: _____ AMOUNT _____;
 YEAR _____ AMOUNT _____; YEAR _____ AMOUNT _____; FINAL REPORT(S) FILED: YES ___ NO ___

PROPOSALS TO OUTSIDE AGENCIES (Last 3 Years):

TITLE (abbreviated)	AGENCY	DATE	AMOUNT	STATUS

APPLICANT: _____ DATE _____

ENDORSEMENTS: (Chairs and Deans should provide written evaluative judgments of the project and its potential for faculty development.)

CHAIRPERSON: _____ DATE _____
 Comments (use additional page if necessary):

DEAN: _____ DATE _____
 Comments (use additional page if necessary):