Purpose

The Summer Support of Research program is designed to foster an institutional culture of faculty research productivity. To this end, the University has made available a limited number of Summer Support of Research funds for full-time faculty. It is the expectation that this program will lead to scholarly productivity as well as the potential to increase our external funding. Therefore, recipients of support from this internal grant are required to submit an external proposal by February 28, 2017.

Requirements

A faculty member accepting support under this program must:

a) Devote full-time effort to the research during two of the three summer months. For this reason, if a faculty member is currently involved in a grant program through the Office of Grants and Sponsored Research and is being compensated during the summer, he or she is ineligible to receive Summer Support funds.

b) If the faculty member is an award recipient of the Grant Mentoring Program, he/she is ineligible to receive summer support funds in the same year.

c) Exclude her/himself from summer teaching.

d) Submit to his/her Dean and the Office of Grants and Sponsored Research a report containing the details and outcomes of the research project by September 30, 2016.

e) Submit by February 28th, 2017 a proposal to an external funding source. The minimum external grant request must be $25,000.

f) Letters of Inquiry, Individual grants, Fellowship applications and pre-proposal submissions do not apply, and will not satisfy the applicant’s institutional obligation to submit a complete proposal to a federal, state or private sponsor.

g) Each applicant must bear the designation of Project Director or Principal Investigator, noting that their research is being conducted on behalf of St. John’s University. A Co-PI status will not fulfill the institutional obligation pertinent to this program.

h) An applicant can serve as the primary Project Director/Principal Investigator on external proposal subcontracts listing SJU as the secondary institution provided that the total budget request is $25,000 (minimum) and that the federal negotiated IDC rate is applied.

i) Contact Karen Giovannelli, x6051 upon notification of award, so that she can assist you in identifying potential funding opportunities to which you can apply.

Amount of the Award

Individual awards of $10,000 will be granted to any one recipient or project for full-time summer research. The award will be dispersed in two installments. The recipient will receive $5,000 during the summer months and the remaining $5,000 once the external grant proposal has been approved.
submitted. Grant support goes directly to faculty as summer salary (no additional budget needed).

**How to apply**

Faculty members must submit two copies of this Summer Support of Research Fund Application, with an attached proposal narrative to the Office of Grants and Sponsored Research by **Friday April 1, 2016**.

Proposed narratives should not exceed 6 double-spaced typed pages. Proposals must contain the following:

a) **Overview of the research**: State the need or problem that your project will address - generally addressing what you want to do, why you wish to conduct the research, and what benefits could accrue if your project is successful.

b) **Goals**: State your project goal – what you plan to accomplish or the impact/outcome your project will have – in a simple statement.

c) **Objectives**: Follow that statement with your objectives – steps you will take to accomplish your goal – in a bulleted or number list. Your goal and objectives should be directly tied to your overview. (Your objectives should be stated in measurable terms and be realistic. Avoid any tendency you may have to promise too much, to over-reach.)

d) **Projected Deliverables**: Explain the end results you expect and / or any product(s) that will be developed **(if applicable)**. For deliverables, list any materials, products or methods that will be developed by your project, and explain how you will disseminate them. Explain how you will make results and products available to others. Conference presentations, workshops, publication, and web site postings are among the more common dissemination methods.

e) **Projected outcomes**: Address how this support correlates to the grant proposal that will be submitted to an external agency.

f) An indication as to how this proposal is significant to the department/division’s need and the faculty members plan for growth and development.

g) Identification of the agencies, foundations or other organizations to which external requests for grants will be made at the conclusion of the University grant.

h) List of published manuscripts in past three years as well as grant proposals submitted and grants awards received all within the past three years.

Each application must carry the signature of the departmental/division chair and Dean.

**Criteria**

<table>
<thead>
<tr>
<th>Strength of Research Proposal</th>
<th>40%</th>
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</thead>
<tbody>
<tr>
<td>Published manuscripts past three years</td>
<td>30%</td>
</tr>
<tr>
<td>Grant proposals submitted past three years</td>
<td>20%</td>
</tr>
<tr>
<td>Grants received past three years</td>
<td>10%</td>
</tr>
</tbody>
</table>

The selection committee will make the decision regarding the conferral of the award and communicate it to the applicant by **May 16, 2016**.
Final Report
By September 30, 2016, a final report must be submitted by the faculty member to his/her academic dean and to the Office of Grants and Sponsored Research (attention of Jared Littman at littmanj@stjohns.edu).

The report should be five (5) pages maximum.

This report must include a summary of progress made toward the achievement of the originally stated objectives, a summary of results (positive or negative), and a list of publications. It must also address how these outcomes will be used to strengthen the external grant proposal listed in the original application.

By February 28, 2017 a proposal for an external grant must be submitted to the appropriate organization/s through the Office of Grants and Sponsored Research. If the recipient does not meet this obligation, he/she forfeits their second installment of the award.

List of Key Dates

- Two (2) copies of this Summer Support of Research Fund Application, with an attached proposal narrative, submitted to the Office of Grants and Sponsored Research by Friday April 1, 2016.

- The selection committee will make the decision regarding the conferral of the award and communicate it to the applicant by May 16, 2016

- Submission of Final Report by September 30, 2016

- Deadline to submit full proposal to external sponsor: February 28, 2017
Faculty Member Name: 
New Faculty: 24 months or less (yes)/(no) 
College or School: 
Department/Division: 
Email: 
Phone Number: 

Title of Proposed Research: 

Have you previously received Summer Support of Research? 
If yes, please indicate the year/s: 

During the last two years, have you had a reduction in your teaching load to support research (a research reduction)? 
If yes, please indicate which semester/s: 

If publications have resulted from a grant, leave reduction or other support in the past three years, please list them here: 

List all published manuscripts in past three years: 

Is this proposal currently funded? 

Is this proposal currently under consideration by an external funding source? 
If yes, please indicate the name of the funding agency, date proposal submitted, amount requested and current status of the proposal:
Do you have any other extramural support?  
If yes, list all awards, cite agency or source, coverage and amount:

List all grant proposals that you have submitted in the past three years:

Which external agency will you be applying to (list three)?

Proposal Narrative:  
Please do not exceed 6 double spaced pages. Please include all required elements under “How to Apply” on the first page of this document.

Signature of the Chair (with date indicating the proposal is consistent with the Department/division’s academic programs and needs and the faculty member’s plan for professional growth and development.

_____________________________________ _________________________  

Signature of the Dean

_____________________________________ _________________________  

Signature of the faculty applicant

_____________________________________ _________________________