**CALL FOR PROPOSALS
FJF FACULTY RESEARCH AWARDS, 2021**

**Deadline: June 15, 2021**

In 1987 the Fletcher Jones Foundation (FJF) endowed CGU with a discretionary fund that has been dedicated to supporting self-initiated faculty research projects designed to yield publishable results consonant with CGU’s scholarly mission. The Faculty Research Committee hereby invites proposals for 2021 FJF Research awards. Each proposal must support a research program or project that advances the disciplinary or transdisciplinary mission of CGU and is likely to yield publishable results or facilitate the generation of viable applications for sponsored research funding.

Approximately $25,000 will be available for this round of FJF awards. Individual awards will be in the range of $2,000-$8,000*.* Spending of 2021 FJF awards may begin any time between July 1, 2021 and February 1, 2022, and the use of award funds must be completed by December 31, 2022. Please submit completed proposals (and any pre-proposal queries) by email to Carrie.Herr@cgu.edu ***no later than Tuesday, June 15, 2021.*** Award funds will be credited to a distinct FJF project account assigned to the faculty member***.***

***Each proposal should include***:

* **Two title pages,** one with and one without your name, in order to facilitate blind review. Also, please avoid self-identification. Refer to or cite your own work in the third person.
* **Research Plan,** no longer than **1000 words** (equivalent to about four double-spaced manuscript pages). Please cover the following elements:
	+ Sketch your overall research goals and specific questions/problems to be addressed
	+ Outline your relevant previous work
	+ Describe the proposed methodology
	+ Provide a project timeline—maximum duration is 18 months
	+ Name the external funding sources you plan to solicit (if any)
	+ If applicable, explain the roles of any collaborator(s) on the project

(A signed letter from each proposed collaborator should be attached**)**

* **Itemized Budget,** conforming to the attached template. The preferred use of funds is to pay for research assistants and/or research expenses. Funds may not be used to compensate faculty members.
* **Budget Justification,** not to exceed **one page—**a narrative covering each budget line*.*
* **Optional**: no more than **three** p**ages** of attached documents, e.g., collaboration letters.

***Eligibility & conditions of award:***

1. An applicant must hold a full-time faculty appointment at CGU or have formally accepted such an appointment to begin no later than July 1, 2021.
2. Applicants may not serve as FJF proposal reviewers.
3. An applicant who has a current project supported by a previous FJF grant must complete that project before applying again.
4. To complete an FJF project, a grantee must submit to the Office of Research and Sponsored Programs a brief final report, including proposals submitted for external funding and pertinent publications (draft, submitted, or accepted).
5. A previous grantee will not receive new funding if he or she has not applied to at least one external source of research funding since receiving the previous grant. Grantees should identify such proposals and submit copies of them if not already on file with the Office of Research and Sponsored Programs.
6. Travel expenses will be considered only to obtain research data or documents. Funds may not be used for faculty salaries, purchase of equipment, publisher subventions, costs of reprinting copyrighted material, or routine attendance at professional conferences.
7. Grantees must obtain Institutional Review Board approval before commencing any data collection that is covered by the Common Rule.

***Budget Template***

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| --- | --- | --- |
| **Object Code**  |  | **Amount**  |
| SO179  | Graduate Student Wages  |  |
| SO173  | Staff Salaries and Wages  |  |
| SO540  | Fringe Benefits: Students: 5%, Staff 28%  |  |
| SO272  | Postage  |  |
| SO297  | Telephone  |  |
| SO228  | Duplicating  |  |
| SO238  | Travel- Mileage  |  |
| SO243  | Travel- Airfare  |  |
| SO245  | Travel- Lodging  |  |
| SO248  | Travel- International Travel  |  |
| SO264  | Honoraria  |  |
| SO400  | Office Supplies  |  |
| SO229  | Books and Periodicals  |  |
| SO508  | Other Current Expenses  |  |
|  | **Total:**  |  |

The object codes correspond to the new WorkDay accounting system. Please attach a budget narrative that explains the specific dollar amount in each line of non-zero costs; maximum length one page.