CSB/SJU FACULTY DEVELOPMENT GRANTS

The Faculty Development and Research Committee (FDRC) invites proposals for individual and group faculty development and research projects. Projects must fall into one of two categories: Professional Development or Curriculum and Program Development.

FDRC will be accepting proposals on two separate occasions over the next two semesters:

The first due date for proposals is **October 26, 2009** for the grant period of July 1, 2009-June 30, 2010. **The October cycle is limited to Professional Development proposals.**

The second deadline will be **February 15, 2010** for the grant period of July 1, 2010-June 30, 2011. The February funding cycle will entertain proposals for **both** Professional Development and Curriculum and Program Development.

**The FDRC will be accepting ELECTRONIC submissions ONLY**

The proposals must be submitted using the online form. You may want to compose your content in a word-processing program beforehand and copy/paste it into the online form fields. The form does not need to be completed in one sitting—you can save it and return to it later. Be aware that some formatting will not transfer, so review your insertions before submitting. You can find the application guidelines in the online form by clicking the “?” by the form fields. **Only letters of recommendation and supporting documents, if any, can be sent in hard copy** to Mary Jo Waggoner, Main 127, CSB, or Shirley Kelly, Quad 141, SJU. It is the candidate’s responsibility to assure that all materials have been received by the deadline.

**ONLINE 2009 APPLICATION FORM URL:**

[https://www.csbsju.edu/academicaffairs/faculty/fdrc/application.aspx](https://www.csbsju.edu/academicaffairs/faculty/fdrc/application.aspx)

**CRITERIA USED IN EVALUATING PROPOSALS**

Please note that application for FDRC grants is a competitive process. While FDRC funds as many
worthy requests as possible, the total amount of the requests always exceeds the total funds available for these awards.

Within the limits of available funds, FDRC will evaluate proposals submitted according to the following criteria:

A. What is the overall quality of the proposal? Are the proposal's plan, timetable and activities specified and reasonable?

B. To what extent does the proposal represent an increase of knowledge, further the education of students of Saint John's University/College of Saint Benedict, or help the applicant become a more productive member of the CSB/SJU community?

C. Is the budget of the proposal proportional to the scope of the project? Projects that promise greater benefit at a lower cost are more likely to be funded at the amount requested.

D. Is there adequate evidence that the applicant can successfully complete the proposed project in the time specified and for the amount requested?

E. How does the CSB/SJU community benefit from the project? Questions such as "How involved are students in this project?" and "Can the results of this project be made accessible to the wider university community?" are relevant here.

F. Does the project effectively make use of available CSB/SJU resources?

G. Does the proposal contribute to a balanced use of institutional resources? For example, is there balance across disciplines and divisions in the distribution of funds? Is there balance between junior and senior faculty members? (This criterion will be used only when proposals are judged to be equal by other criteria.)