REQUEST FOR PROPOSALS AND GUIDELINES FOR REVIEW OF PROJECTS

The Margaret and Herman Sokol Faculty/Student Research Grant Program is an endowed program designed to acknowledge the role faculty play in advancing student development. The program awards grants for projects which impact on the depth and breadth of science and mathematics education at Montclair State in research initiatives that involve students working cooperatively with faculty. Criteria for allocation of funds for research efforts are as follows:

1. Grants are awarded for a period of one year. Faculty may request funds to initiate projects or to continue those that are underway. Priority will be given to proposals that indicate the research and/or project will be supported once the Sokol Faculty/Student Revised Grant funding ends.

2. Awards will be made for scholarly research activities that appropriately involve students. Priority will be given to projects with one designated faculty principal investigator working with student(s).

3. Awards will be limited to $2,000 each with the major portion of the grant being allocated for Student Assistants. Funds cannot be used for faculty overload or faculty released time from teaching.

4. The cost of supplies, and travel related to research or reporting of it, will be limited to one-third of the total award. (This criteria is be used as a guideline; a worthy project may be considered if the costs do not fit this criteria exactly.)

5. Only full-time faculty members are eligible to apply.

6. All other factors being equal, length of service and length of time since the last award may be a consideration in granting a faculty/student research grant.

7. Projects funded shall not also be funded by any other MSU program.

In addition to the above guidelines, faculty are encouraged to carefully read the attached evaluation sheet in developing his or her proposals, since the evaluation sheet will be used in rating each proposal or request. All proposals will be evaluated by the CSAM Research Committee, which will make recommendations to the Dean. The successful applicants will be notified via a letter from the Dean. Please note that the awardees will be invited and recognized at the CSAM Awards and Recognition event sometime in May.

A written report of the completed project should be submitted to the Dean's Office, in the College of Science and Mathematics by December 1, 2017. The report should indicate the nature of the work and include a list of publications or professional accomplishments that resulted, as well as any additional information you believe is appropriate. Future applications will not be considered without this report.
1. The written proposal is to be limited to no more than three single-spaced typed pages.

2. The proposal must include: attached coversheet, budget and check sheet and,

   • statement of impact on the faculty member's professional goals, impact on student learning, and the goals of CSAM and Montclair State University;

   • timetable of implementation;

   • statement of how research procedure will be evaluated if funded;

   • the name of the project; and

   • amount received for any previous Sokol Faculty/Student Research grants and the dates.

3. Each applicant is to submit 5 copies plus original, and via e-mail and on PDF to Dr. Lynn Schneemeyer and cc: to Raquel Peterson of his/her research proposal, including the principal investigator's two-page resume, to the Dean's Office by Friday, March 4, 2016. Proposals will be reviewed by the CSAM Research Committee and recommended to the Dean for approval and funding on the following schedule:

   Proposals due in Dean's Office  Friday, March 4, 2016

   Due to CSAM Research Committee (from Dean)  Monday, March 7, 2016

   Recommendations to Dean
   (from CSAM Research Committee)  Friday, March 18, 2016

   Notification to awardees  Monday, March 21, 2016

EVALUATION will be based on:

   • Merit
   • Feasibility
   • Quality of proposal
   • Evidence of successful completion of previous projects
MONTCLAIR STATE UNIVERSITY
COLLEGE OF SCIENCE AND MATHEMATICS

THE MARGARET AND HERMAN SOKOL
FACULTY/STUDENT RESEARCH GRANT PROGRAM

PROPOSAL SUBMISSION DEADLINE: Friday, March 4, 2016

APPLICATION FORM
(Use separate sheet if needed)

Name of Applicant(s): ________________________________________________________________

Department: _____________________________________________________________________

TITLE OF PROPOSAL: _____________________________________________________________________

INCLUSIVE DATES OF THE PROJECT: __________________________________________________

SUMMARY OF PROPOSAL AND EXPECTED RESULTS:

LIST PREVIOUSLY OR CURRENT FUNDED STUDENT RESEARCH UNDER THIS PROGRAM AND ANY OTHER GRANT SUPPORTED PROGRAM

REQUESTED BUDGET:

* Student support  $___________  (%_____ of request)

* Supplies  $___________  (%_____ of request)

* Student Travel  $___________  (%_____ of request)

TOTAL AMOUNT REQUESTED:  $___________________