



Purpose:

The Irene O'Brien Research Fund represents income from a bequest to the university by the late Irene O'Brien. The purpose of the fund is to promote research or scholarship that leads to publication or otherwise makes an academic contribution to the university or to the academic discipline (for example, leading a workshop off campus). This is a competitive grant, as funds are limited annually. Applicants are encouraged to apply as early as possible.

Criteria:

Proposals will be evaluated by the Faculty Professional Development Committee according to the following criteria: 1) Extent to which the proposal seeks funds for research or scholarly efforts leading to publication 2) Extent to which the proposed activity makes a significant contribution to the University or the faculty member's discipline 3) Extent to which the activity makes a significant contribution to the faculty member's professional development.

Eligibility:

Any full time regular (tenured or tenure-track) faculty member may apply for the Irene O'Brien Fund. The applicant must adhere to ALL the funding criteria and guidelines and present a clear, complete, and reasonable rationale for the activity and budget.

Restriction:

Faculty may not apply for more than one FPDC Irene O'Brien Research Fund award per academic year.

Application Procedure

1. All requests for funds should include the following:

a. The estimated cost of the activity, including a detailed budget of how this amount will be used.

b. The rationale and purpose of the activity, which must include a description of the project.

The following forms of documentation will serve as support for the grant proposal(s):

i. The rationale and purpose of the activity must include a description of how the activity will make a significant contribution to the professional development of the faculty member.

ii. If the proposal requests funds for publication, the applicant must document that publication is pending. Any activity funded by a grant from the Faculty Professional Development Committee must be appropriately identified in a publication or publicity concerning that activity.

iii. A letter of support is recommended (not required) from academic department chairs, deans, or academic discipline colleagues attesting to the value or potential of the professional development activity to the faculty member.

2. Applications must be submitted in full prior to the event for which funds are sought. Applications will not be approved after the fact.

3. Repeated requests for the same activity that has scholarly growth potential should be made through the Continuing Excellence Fund application. Please check on the front of the FPDC Grant Application form that you are applying through this fund. Guidelines for the Continuing Excellence Fund can be found at the FPDC website.

Final Reporting Requirements:

The successful applicant must submit a final report according to the final reporting requirements specified for the Irene O'Brien Research Fund within 30 days of the end of the award period. The final reporting requirements are available at the FPDC web site. Copies of receipts (verifying an

appropriate expenditure of the funds) must be attached to the report. The funds from this grant will be transferred to your department's funding center upon receipt of an acceptable final report. Should successful applicants fail to submit an acceptable final report, the FPDC will refuse to consider the applicant's subsequent requests for support from any FPDC fund.

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