This document describes the School of Communication & Information’s program on small Grants for Individual Faculty Research (GIFR). Previous versions of this program were known as Research Development Grant or the G2GG – Grants to Get Grants Research Initiative Award.

**Purpose**
- SC&I provides Small Grants for Individual Faculty Research (GIFR) through a competitive selection process to support research projects that result in significant scholarly accomplishments. These include highly ranked peer reviewed publication, a significant book project, or to successful applications for external funding.
- Application available [here](#).

**Eligibility**
- SC&I full-time faculty members on continuing appointments at the time of application are eligible to apply for a GIFR. Recipients must be a full-time faculty member during the award period to receive the award. Applicants who do not meet these requirements, such as a full-time staff member, may have an application considered by the committee if the applicant has prior approval from the Associate Dean for Research to make an application.
- Pre-Tenure faculty are eligible each cycle. Any other full-time faculty members, who received an award in the immediately preceding funding cycle, are not eligible.
- Applicants must have fulfilled the GIFR conditions (see below) for any prior GIFR award in order to receive funding.
- The budget cannot be used toward PI salary or course buy-out.

**Award Amount**
- The total award amount varies each funding cycle and will be announced for each cycle.
- Application requests should not exceed $5,000 per application.
- Award amounts may be less depending on total amount available and number of highly rated applications for that funding cycle.
- Awards from prior funding cycles can be found [here](#).

**Evaluation**
- The proposed project’s intellectual merit for scholarship within or across the fields of communication, information, and media.
- The proposed project’s potential to lead to significant refereed publications (journals, proceedings, and conferences), publications by significant scholarly press, or external funding.
The likelihood that the approach to research will lead to the achievement of the project’s goal(s).

The appropriateness of the project’s plan and budget to the timely achievement of the project’s goal(s).
  - The budget indicates which proposed project expenses will be covered in whole or part by funds available to the faculty member outside of the GIFR program.
  - When the request includes funding for travel, equipment, or supplies, the justification for these items makes clear the need for these in achieving the project goal and that these items are not available or no other outside support is available for these items.

Evaluation form and process viewable here.

Prioritization
- Tenure-track faculty in their first or second three-year probationary appointment at the university who have not been evaluated for tenure. Those who have not received a prior GIFR and those applications from pre-tenure faculty who by these pre-tenure faculty who who are not currently
- Full-time faculty who have not received a GIFR in the last two GIFR funding cycles.
- While potential for external funding is not a requirement for a GIFR application, the review will favor projects that are more likely to lead to external funding.
- Applicant has demonstrated good stewardship of any previously awarded funds, especially in the form of strong outcomes from earlier projects.

Review
- All proposals will be evaluated and ranked by the Research Development Committee faculty members (This includes one member from each department and two members appointed by the dean).
- Proposals are evaluated and ranked based on the evaluation criteria and then prioritized for receiving an award based on the prioritization criteria (see above).
- The RDC will determine the award amounts based on the evaluation and ranking of proposals, prioritization considerations, and the total amount of funds available for awards.
- Applicants for an award may not serve as a reviewer of applications.
- Applicants may be contacted by the committee for clarifications regarding the application.

Conditions
- Award winners are expected to be good stewards of the funds awarded.
• Acceptance of an SC&I GIFR implies permission to post a link to the funded proposal on the SC&I website.
• A brief final report addressing project achievements, use of awarded funds, and lessons learned is due within 3 months of the end of the award period.
• Award recipients will make an oral presentation of the work resulting from the award at an SC&I forum or event. The presentation must be completed during the semester following the end of the award period. If the award recipient is on leave during that semester, the report will be given during the semester when the faculty member returns from leave.
• All publications or other scholarly outcomes must acknowledge the financial support of SC&I.
• The awarded amount must be expended within one calendar year of award notification. An award winner may request an extension of the award period for up to one additional year. The extension request must be justified and made in writing to the committee no later than one month prior to the end of the award period.
• Award recipients may not apply for a new GIFR until/unless a final report for previously awarded GIFR is properly submitted. An exception occurs when a pre-tenure full-time faculty member who is otherwise eligible to apply for an upcoming GIFR but is currently in an award period for a prior GIFR. In these cases, the applicant can include an interim progress report for the current GIFR in their application for the next funding cycle.