

# School of Communication and Information (SC&I)

## Grants for Individual Faculty Research (GIFR)

As approved by SC&I's Research Development Committee October 2017, October 2023

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### 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 publications, a significant book project, or successful applications for external funding.
- Application and budget template available on SC&I Research Portal.

### 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 to receive funding.
- The budget cannot be used toward PI salary or course buy-out.

### Award Amount

- The total award amount varies for each funding cycle and will be announced for each cycle.
- Application requests should not exceed \$5,000 per application.
- Applicants must indicate any other funds they have that could be used for the proposed project and any funds that will be used for this project. Examples include but are not

limited to the annual faculty allocation and startup funds as well as indirect cost returns and salary savings from other awards.

- If the applicant has other funds available, then it should be explained why (1) those funds cannot be used for the proposed project or (2) why GIFR funds are needed in addition to the other funds the applicant has available.
- If the applicant has funds from another GIFR award, then the applicant must (1) make clear that the application is for a distinct, new project and (2) that adequate progress has been made on any GIFR for which funding is available.
- If applicant is proposing to use the funds in combination with some other internal or external award, then the applicant should clearly explain how the GIFR funds would be used and why such expenses were not addressed by the other internal or external award.
- Amounts awarded to applicants may be less than requested depending on the total amount available and number of highly rated applications for that funding cycle.

### 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.
  - The justification for budget items makes clear the need for these in achieving the project goal(s) and that the budget items are not available within SC&I or the university or that the applicant has no other funds available for the budget items.

### 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.
- Full-time faculty members 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 and the expectation that those who receive a GIFR will present their project and its achievements in a SC&I based venue for the SC&I scholarly community.

### Review

- All proposals will be evaluated and then 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 SC&I Research Development Committee (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 by the end of the award cycle.
- Award recipients will make an oral presentation of the work resulting from the award at a SC&I forum or event for the benefit of SC&I's scholarly community (e.g., PhD colloquium, lab, working group, cluster, center meeting or event, departmental meeting, or brown bag). The presentation should be completed before the end of the award cycle. However, before the end of the award cycle, a recipient can request to complete the presentation during the semester following the end of the award period. If the award recipient is on leave during that semester, the recipient may be asked to give the presentation during the semester when the faculty member returns from leave. It is considered good stewardship of the award to make this presentation. Failure to make the presentation and to report it will affect the recipient's eligibility for future GIFR awards.
- All publications or other scholarly outcomes must acknowledge the financial support of SC&I.
- The awarded amount must be expended before the end of the award cycle.

- An award winner may request a no-cost extension of the award period for up to one additional year. The extension request must be justified and made in writing to the ADR no later than one month before 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.