

## Competition Details

# Independent Scholarship Research & Creativity Awards Guidelines and Instructions FY2022

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## Dates

**Internal Submission Deadline:** Friday, October 1, 2021 at 5:00 PM

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## Details

<b>Administrator(s):</b>	Division of Research VPR (Owner)
<b>Category:</b>	Other
<b>Award Cycle:</b>	Open
<b>Number of Applications Allowed per Applicant:</b>	1
<b>Number of Possible Awardees:</b>	12
<b>Total Funding:</b>	120,000
<b>Funding Source(s):</b>	120,000 - University of Maryland
<b>Award Range:</b>	Up to 10,000
<b>Will any funds be matched?:</b>	No
<b>UMD Officiating Office:</b>	Division of Research

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## Description

### PROGRAM DESCRIPTION

The Senior Vice President & Provost and the Vice President for Research invite applications for the Independent Scholarship, Research, and Creativity Awards (ISRCA) from full-time, tenured/tenure-track faculty members at the University of Maryland, College Park, at the assistant professor rank or higher. This program provides several funding options to support faculty pursuing scholarly or creative projects. Funding will be available beginning January 2022 and must be expended within two years of the award date.

### TYPES OF INQUIRY SUPPORTED

The ISRCA program defines scholarly and creative pursuits to include both the scholarship of discovery (i.e., the pursuit of knowledge and/or creative expression for its own sake) and the scholarship of integration (i.e., the interpretation and critical analysis of original research or creative expressions). Types of inquiry and methods supported by ISRCA include, but are not limited to: historical, humanistic, interpretive, or ethnographic approaches; explorations of aesthetic, ethical, and/or cultural values and their roles in society; critical and rhetorical analyses; archival and/or field research; development and/or production of creative works. If you are unsure whether your work would qualify, please contact Hana Kabashi (hkabashi@umd.edu) to discuss your proposal.

### ELIGIBILITY

All full-time (1.0 FTE), tenured/tenure-track faculty at the assistant professor rank or higher at the University of Maryland, College Park, are eligible to apply.

Faculty on 9/9.5 month appointments may request summer salary. Faculty on 12-month appointments may apply; however, funds are not to be used as a salary enhancement or supplement.

Individuals are limited to submitting one application per funding cycle.

## **FUNDING AVAILABLE**

Up to \$10,000 per award

Estimated 10-12 awards will be made

Three funding options:

**Semester teaching release awards:** Faculty will be released from teaching duties during the semester for which the award is granted, and the faculty member's department will receive the funding. As with all release/leave requests, granting of a semester teaching release depends on the ability of the department or program to maintain necessary teaching obligations and operations, and therefore approval of the department chair is required (see Letter of Support Instructions below).

**Summer salary awards\*:** Faculty will receive awards as summer salary during the summer for which the award is granted.

**Research-related expenses awards\*:** Faculty will receive awards during the semester for which the award is granted. \*Note: applicants may combine summer salary and research-related expense requests up to a total request of \$10,000.

## **APPLICATION INSTRUCTIONS**

Applications will be accepted through UMD's online portal, InfoReady.

Application Materials:

**Project Abstract** (one-page limit; single space; 12-point font; Times New Roman or equivalent) The one-page summary should be written for an audience of non-specialists and should include the scope of the project and how the anticipated results will contribute to the body of knowledge within the applicant's discipline.

**Project Description**(three-page limit, single space; 12 point font; Times New Roman or equivalent) The detailed work plan should include a discussion of the problem to be considered and the significance and expected impact of the project; work completed to date; timetable for completion; location of the site where the project work will take place; methods to be used; anticipated deliverables (book, technical report, journal article, paper for scholarly meeting, etc.); a description of how the project contributes to the professional advancement of the applicant; the broader impact of the work. References may be provided in addition to the threepage work plan description.

**Summary CV** (three-page limit, single space; 12 point font; Times New Roman or equivalent)

For applications for semester teaching release, a **Letter of Support from the Department Chair / Program Director** is required (see below for instructions).

For applications for research-related expenses, a **Budget** and **Budget Justification** are required. The budget (up to \$10K) and justification for planned expenditures should demonstrate that the applicant has thought through all aspects of the project and its associated costs and should include any other sources of funding, pending or available, that will be supporting the project (if applicable, see below for eligible expenses). Proposals with a college and/or departmental contribution are encouraged.

## **LETTER OF SUPPORT INSTRUCTIONS**

**\*\*SEE TEMPLATE\*\***

For faculty applying for the semester teaching release funding option, the department chair or program director must to submit a letter acknowledging his/her support of the application and indicating agreement to provide teaching release for the faculty member if awarded. Chairs or program directors should prepare the Letter of Support as a PDF file and it should be included with the applicant's submission to the online InfoReady portal by

the October 1 deadline. Template provided on InfoReady.



## Office of the Senior Vice President & Provost and Division of Research: Independent Scholarship Research & Creativity Awards Guidelines and Instructions FY2022

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### TIMELINE

**Applications are due by 5:00 p.m. on Friday, October 1, 2021.** Notification of award will be made within 6-8 weeks.

### ELIGIBILITY

All full-time (1.0 FTE), tenured/tenure-track faculty at the assistant professor rank or higher at the University of Maryland, College Park, are eligible to apply.

- Faculty on 9/9.5 month appointments may request summer salary. Faculty on 12-month appointments may apply; however, funds are not to be used as a salary enhancement or supplement.
- Individuals are limited to submitting one application per funding cycle.

### FUNDING AVAILABLE

- Up to \$10,000 per award
- Estimated 10-12 awards will be made
- Three funding options:
  - **Semester teaching release awards:** Faculty will be released from teaching duties during the semester for which the award is granted, and the faculty member's department will receive the funding. *As with all release/leave requests, granting of a semester teaching release depends on the ability of the department or program to maintain necessary teaching obligations and operations, and therefore approval of the department chair is required (see Letter of Support Instructions below).*
  - **Summer salary awards\*:** Faculty will receive awards as summer salary during the summer for which the award is granted.
  - **Research-related expenses awards\*:** Faculty will receive awards during the semester for which the award is granted.

**\*Note:** applicants may combine summer salary and research-related expense requests up to a total request of \$10,000.

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scholarship of integration (i.e., the interpretation and critical analysis of original research or creative expressions). Types of inquiry and methods supported by ISRCA include, but are not limited to: historical, humanistic, interpretive, or ethnographic approaches; explorations of aesthetic, ethical, and/or cultural values and their roles in society; critical and rhetorical analyses; archival and/or field research; development and/or production of creative works. *If you are unsure whether your work would qualify, please contact Hana Kabashi ([hkabashi@umd.edu](mailto:hkabashi@umd.edu)) to discuss your proposal.*

## **REVIEW CRITERIA AND PROCESS**

Proposals will be reviewed by a panel composed of faculty from various disciplines. Given the variety of disciplines represented, applicants are advised to make proposals understandable to non-specialists by avoiding the use of technical language and clearly articulating the importance, or potential impact of the work.

All proposals will be evaluated in accordance with the following criteria; summary review feedback will be provided to all applicants.

- **Quality of the Proposed Project** - The significance of the proposed work, quality of the methods described, feasibility of completing the proposed work during the timetable provided, and the qualifications of the principal investigator that equip him/her to conduct the proposed work.
- **Professional Advancement** - The degree to which the project will support the professional advancement of the faculty member.
- **Impact** - The impact of the project beyond the faculty member's professional advancement. This could include impact on the field or discipline, campus or society.

## **EXPECTATIONS OF AWARDEES**

Awardees will be expected to complete a brief report within three months of the end of the award period summarizing progress on the project and the degree to which the stated goals were achieved. After that deadline, no additional university awards of any kind will be released until the report is received. Reports should be submitted online via InfoReady.

Award recipients will be expected to acknowledge UMD/ISRCA support in publications, conference proceedings and/or other materials stemming from the award. Where appropriate, performance programs should acknowledge the support of UMD/ISRCA.

Award recipients may be called upon by the Division of Research to serve on the ISRCA Committee in subsequent years.

## **APPLICATION INSTRUCTIONS**

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Application Materials:

- **Project Abstract** (one-page limit; single space; 12-point font; Times New Roman or equivalent)  
The one-page summary should be written for an audience of non-specialists and should include the scope of the project and how the anticipated results will contribute to the body of knowledge within the applicant's discipline.
- **Project Description** (three-page limit, single space; 12 point font; Times New Roman or equivalent)

The detailed work plan should include a discussion of the problem to be considered and the significance and expected impact of the project; work completed to date; timetable for completion; location of the site where the project work will take place; methods to be used; anticipated deliverables (book, technical report, journal article, paper for scholarly meeting, etc.); a description of how the project contributes to the professional advancement of the applicant; the broader impact of the work. References may be provided in addition to the three-page work plan description.

- **Summary CV** (three-page limit, single space; 12 point font; Times New Roman or equivalent)
- For applications for semester teaching release, a **Letter of Support from the Department Chair / Program Director** is required (see below for instructions).
- For applications for research-related expenses, a **Budget** and **Budget Justification** are required. The budget (up to \$10K) and justification for planned expenditures should demonstrate that the applicant has thought through all aspects of the project and its associated costs and should include any other sources of funding, pending or available, that will be supporting the project (if applicable, see below for eligible expenses). *Proposals with a college and/or departmental contribution are encouraged.*

### **LETTER OF SUPPORT INSTRUCTIONS**

For faculty applying for the **semester teaching release funding option**, the department chair or program director must submit a letter acknowledging his/her support of the application and indicating agreement to provide teaching release for the faculty member if awarded. Chairs or program directors should prepare the Letter of Support as a PDF file and it should be included with the applicant's submission to the online InfoReady portal by the October 1 deadline. *Template provided on InfoReady.*

### **RESEARCH-RELATED ELIGIBLE EXPENSES**

Award funds may be applied to the costs associated with project needs and may include but are not limited to:

- Archival research and/or costs associated with collecting materials to study/analyze
- Travel to research sites, archives, etc.
- Materials for art, dance, theatre or archeological project
- Costs associated with meetings for team, staff, or group completing project
- Digitization or preservation costs
- Field research costs

July 29, 2021

Division of Research  
2114 Lee Building

RE: ISRCA Letter of Support

Faculty Member/Applicant: \_\_\_\_\_

Requested semester: \_\_\_\_\_

I acknowledge the faculty member's request for teaching release in their Independent Scholarship, Research, and Creativity Awards (ISRCA) application. If awarded, I agree to support this request.

Respectfully,

<<Name>>

<<Title, Department>>

<<College>>

**SAMPLE BUDGET - please note: use of this form is NOT mandatory**

Potential expenses for Faculty Incentive Program/Seed Grant applications.

This list is not meant to be exhaustive. Please add/amend as needed

<b><u>EXPENSES</u></b>	<b><u>UMD</u></b>	<b><u>Institution*</u></b>	<b><u>Total</u></b>
<u>Personnel</u>			\$0
Graduate (hourly wage x # of hours (includes fringe))			\$0
Undergraduate (hourly wage x # of hours (includes fringe))			\$0
Other UMD personnel expenses (graphic artist, web designer, programmer etc).			\$0
Researcher: Summer Salary			\$0
Total personnel costs	\$0	\$0	\$0
<u>Travel</u>			
Detail by line item (see above personnel category) the requested conference or research travel: include what the trip is for and what is included (hotel, car, meals, per diem, conference fees, etc). This is not meant to be exhaustive - just to help you to estimate all the potential costs.			\$0
Total travel costs	\$0	\$0	\$0
<u>Workshop Hosting Details</u> (ideally these will be held at UMD)			
Detail number of participants, any speaker fees, travel fees, lodging fees, Per Diem costs, meal and reception costs, marketing and printed material costs, video documentation and editing costs, etc.			\$0
Total Workshop	\$0	\$0	\$0
<u>Materials &amp; Supplies</u>			
This can be grouped by categories (i.e. field supplies, build supplies, etc).			\$0
Total Materials & Supplies	\$0	\$0	\$0
<u>Equipment</u>			
Please detail any large equipment or software purchases; smaller \$ value purchases can be grouped.			\$0
Total Equipment/software	\$0	\$0	\$0
<u>Consulting Fees &amp; Services</u>			



Please detail the name and service of any consultants used (UMD services can be included here - i.e. sequencing center)

Total Consulting Fees

		\$0
\$0	\$0	\$0
<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Total Direct Costs**

\*If this is an internal UMD seed or Faculty Incentive Program award, please fill out the UMD column. If you are applying for a seed grant which is in collaboration with another university or institution, please fill in the Institution 1 column header with the appropriate institution name (UMB, Smithsonian, etc.) and deliniate by institution, where the expenses will be incurred.