

## INTERNAL SUPPORT FOR RESEARCH

### **Faculty Development Grant Program**

Berry College funds the Faculty Development Grant Program to encourage faculty members to engage in professional activities that will enhance their growth as scholars and teachers and contribute to the goals and objectives of their respective schools and departments as well as the institution. All full-time, non-temporary faculty holding the rank of assistant professor, associate professor, or professor are eligible to participate in the program. The program is divided into two categories: (1) faculty development grants and (2) summer stipends. The program does not support funds for travel to present research.

#### *Faculty-Development Grants*

Applications for faculty-development grants are due by **July 1, September 15, and January 15** (also March 15 if funds are still available) of each year and are awarded within one month. Only a portion of the funds will be allocated during any of the award periods. Faculty should submit applications through the appropriate department chairperson to the dean of the school, who will forward the application to the provost's office. Applications are then forwarded to the Faculty Development Committee by the office of the provost.

#### *Summer Stipends*

Summer-stipend applications (\$2,500/each, if funding is available) are due by **January 15** of each year and are submitted through the same procedure as the faculty-development grants. A faculty member may receive a summer stipend only once in a three-year period. A faculty member who receives a summer stipend is expected to devote the entire summer to research and will not engage in teaching or other activities such as summer seminars. Should a faculty member resign before the start of the next contract year, he/she will automatically relinquish the stipend. First-year faculty are not eligible for a summer stipend.

Using the following criteria, the Faculty Development Committee makes a competitive evaluation of the potential value of the various applications: (1) Will the applicant become a better teacher and/or researcher as a result of the grant award? (2) Will the project strengthen the academic goals and objectives of the college? (3) Will the project strengthen the professional development of the applicant in a cost-effective way? Proposals should contain clear and specific information about the project, alternate sources of funding, and the expected results of the research on scholarship and teaching.

After evaluating the application, the committee makes funding recommendations to the provost. The committee determines what proportion of each project will be funded according to the overall value of the proposal. Guided by the recommendations of the Faculty Development Committee, the provost will reconcile the grants with available financial resources. Awards currently may not exceed \$2,000 per faculty development grant; no faculty member can receive more than \$3,000 in any given year.

Application forms (see Appendix E) are available in the office of the provost, the offices of the school deans, and the office of Faculty Research and Sponsored Programs and its intranet site. Faculty who receive a grant must file a report detailing project activity and outcomes to the office of the provost within two semesters after the completion of the project.