

Ithaca College Academic Challenge Grant Call for Proposals

Description of the Program

Academic Challenge Grants are awarded to faculty-student teams (consisting of at least one faculty member and one student) involved in goal-oriented research or creative collaboration. Faculty member(s) apply, listing specific student collaborator(s) whom they will be mentoring in the proposed project.

The Academic Challenge Grant can support:

- Purchase of materials and supplies
- Support of student research, including travel to research conferences or to archives
- Data collection and analysis
- Student stipends for summer work on the project

Requirements

Individuals proposing academic challenge grants must be Ithaca College faculty members. Students participating in an Academic Challenge Grant project must have sophomore, junior, or senior status; must have a cumulative GPA of 3.0 or higher and a GPA of 3.0 or higher in the major; and must have no history of serious infractions of the College's Code of Conduct.

Faculty are required to submit to the Provost's Office a brief (1-2 pages maximum) report outlining the results of the project for which the Academic Challenge Grant was requested after the conclusion of the grant period by the appropriate deadline (February 1 for grants won for the fall semester, September 1 for grants won for the spring semester).

Faculty who have had an Academic Challenge Grant within the past five years are required to submit a copy of their most recent Academic Challenge -Grant award reports (see above) as part of their new ACG proposal.

Application

The Academic Challenge Grant Application consists of the following parts:

1. Cover Sheet (including chair and dean's signatures signifying approval)
2. Faculty member's curriculum vitae (2 pages)
3. Student resume (1 page)
4. Student transcript
5. Description of Project (300 words)
6. Explanation of Significance of Project or Its Impact (150 words)

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7. Description of Collaboration between Faculty and Student, explaining the roles of each in this collaborative project (300 words)
8. Outcomes of Project and Its Dissemination (150 words)
9. Budget Narrative (explaining how funds will be used)
10. Travel Authorization Form (only if travel is involved)
11. IRB/Biosafety/IACUC approval (if applicable)

Evaluation Criteria

Awards will be based on the sum of the scores earned on each of the following items. When funds are limited, some grants may receive partial awards.

Intellectual Merit of Project (score from 1-5)

The proposal must describe its intellectual merit, demonstrating depth of investigation for the faculty member(s) and student(s) in exploring new frontiers of knowledge or creative expression, as evidenced in the description of the project, and significance of the project or its impact.

Outcomes of the Project (score from 1-5)

The proposal must describe the project outcomes and how the project results will be disseminated

Collaboration Plan (score from 1-5)

The proposal must describe the roles of faculty member(s) and student(s) showing how the faculty member(s) will mentor the student(s) and how the student(s) will grow from participating in the project, as evidenced in the description of the collaboration between faculty and students.

Readiness of Faculty and Students to Begin and Complete Project (score from 1-5 for faculty and 1-5 for student/s)

The project must be an appropriate match to the faculty member's experience and the expectations for the student's contribution must be appropriately matched to his/her developmental stage as a learner, as evidenced by the faculty member's curriculum vitae, the student's resume, and the student's transcript.

Efficient Use of Resources (score from 1-5)

On the basis of the proposed budget and budget narrative, the proposal will be scored on the efficient use of college resources.

Additional Points:

Faculty who have not won an Academic Challenge Grant in the past three years are awarded an extra 1 point.

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Proposals will *not* be considered if they do not have all the required components, including the signature sheet, travel authorization (if relevant), and IRB/Biosafety/IACUC approval (if relevant).

Submission Process and Deadlines

The proposal must be submitted as a PDF by e-mail attachment to provost@ithaca.edu by the relevant deadline:

Fall Selection Process: November 1 Deadline (for grants whose funds must be used between January 1 and June 30)

Spring Selection Process: May 1 Deadline (for grants whose funds must be used between July 1 and December 31)

- The application will be reviewed and, if approved, the applicant(s) will be notified in writing via email.
- Note: Previous recipients may be asked to serve on the review and selection committee to make recommendations to the Provost.

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Ithaca College Academic Challenge Grant Cover Sheet

Faculty/Student Academic Challenge Application for Funding

Application Date:	
Title of Academic Challenge Project:	
Name of Lead Faculty Member	
Office Address, E-mail, and Phone	
Department	
Rank of Faculty Member	
Tenured, Tenure-Eligible, or Non-Tenure-Eligible	
Date of Last Academic Challenge Project	
Names of Other Involved Faculty (if applicable)	
Name of Student(s)	
Student Class (Freshman, Sophomore, Junior, Senior, Graduate Student)	
Project Start Date:	
Project End Date:	

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SIGNATURE PAGE FOR ACADEMIC CHALLENGE FUNDING	
APPLICANT (Faculty Sponsor Completes)	
I understand and accept the conditions of the award as set out in the guidelines for “Academic Challenge Grants.”	
If your request includes travel on behalf of Ithaca College, please include a travel authorization form. Your application cannot be processed without this document.	
Faculty Sponsor’s Signature	Date
<i>(If this grant is awarded, your signature on this proposal authorizes the Office of the Provost to share this application with your colleagues at Ithaca College to assist them in writing their own proposals.)</i>	

CHAIR’S REVIEW	
<input type="checkbox"/> Approve	<input type="checkbox"/> Disapprove
Comments:	
Chairperson’s Signature	Date

DEAN’S REVIEW	
<input type="checkbox"/> Approve	<input type="checkbox"/> Disapprove
Account #: <i>Please provide an account number where funds are to be transferred, if awarded. If the account number is not included, the application will be returned to your dean’s office.</i>	
Comments:	
Dean’s Signature	Date

Provide additional signatures for department chairs and deans as necessary when there are additional faculty co-sponsors from other departments and/or schools.

PROVOST OFFICE REVIEW	
<input type="checkbox"/> Approve	<input type="checkbox"/> Disapprove
Amount Awarded: _____	
Provost/VPEA Signature	Date

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Append to these forms the following documents:

1. Faculty member's curriculum vitae (2 pages)
2. Student resume (1 page)
3. Student transcript
4. Description of Project (300 words)
5. Explanation of Significance of Project or Its Impact (150 words)
6. Description of Collaboration between Faculty and Student, explaining the roles of each in this collaborative project (300 words)
7. Outcomes of Project and Its Dissemination (150 words)
8. Budget Narrative (explaining how funds – specified in budget information chart on cover sheet – will be used)
9. Travel Authorization Form (only if travel is involved)
10. IRB/Biosafety/IACUC approval (if applicable)