



Ed Cline Faculty Development Awards Call for Proposals - AY 2024-2025

All faculty at the rank of assistant professor and above are invited to submit applications to the Faculty Senate for the Ed Cline Faculty Development Awards. The faculty development fund was created by President Boren to provide support to enhance the professional development of the faculty. In 2008, the awards were named after Prof. Ed Cline (Mathematics) who while Chair of the Faculty Senate during 2002-03 was instrumental in their creation.

Awards up to \$2,500 will be considered. The faculty development fund provides support for all aspects of a faculty member's mission including teaching. This differs from the charge of the Research Council, which supports only research/creative activities. Proposals should have a clear connection to the faculty member's professional development as opposed to contributing to the general well-being of their academic unit.

Since funds are limited, priority will be given to proposals that are less likely to be funded from other sources, e.g., the Research Council. Simultaneous submissions to the Faculty Development Fund and the Research Council, for an Arts & Sciences Faculty Enrichment Grant, or for an Arts and Humanities Faculty Fellowship will not be considered. Also, we request that faculty submit proposals only if departmental and/or college funds are not available to support the activity. However, proposals that have matching funds from these sources are acceptable. Emphasis is on projects that support the career development of the faculty member submitting the application. Preference is given to new, non-routine special projects or to helping individuals seize special opportunities, rather than to such routine activities as traveling to regular professional conferences to give papers.

Application guidelines are provided below, along with a link to an example of a successful proposal. Awards are made once a year. Previous award recipients may not apply the first year after their award but may apply again after two years.

APPLICATION INFORMATION.

- The following information should be provided.
 1. Title of the proposed activity.
 2. Applicant information: Please provide your name, title, department affiliation, college, phone number and email address and this information if there are any faculty co-applicants.
 3. Provide the departmental account number to which the funds will be transferred if awarded. (Please verify this with your department financial staff as OU has made budgetary changes this year.)
 4. Amount requested. (Note: maximum requested may be \$2,500)
 5. State whether the project does or does not involve any of the following: human subjects, laboratory animals, biohazards, export controls, toxins, radioisotopes, or recombinant DNA technology. If so, IRB, IACUC or biosafety committee approval will be required to receive funding and provide your signature. Your signature affirms that you will not seek duplicate funding from other university sources (e. g., from the Research Council).
 6. Provide contact information for your departmental chair. Your chair will be contacted to affirm that departmental/college funds are not available to support this activity.



FACULTY SENATE

The UNIVERSITY of OKLAHOMA

- Proposal format (see example):

Provide a summary of the project and requested budget information, not to exceed 2 double-spaced pages (use normal formatting for margins and font size and style). Remember that your proposal will be read by a diverse group of faculty, most of whom will have no background in your field. Therefore, please submit a clearly written statement that keeps jargon and acronyms to a minimum. Your narrative should include the following items:

A statement of the basic purpose or goal of the project and how the project contributes to your professional development. An explanation of what you plan to do if you are funded.

A description of the results or outcomes that you expect from the project. How will you benefit? What will be the significance of the project to your individual efforts, those of your department, and /or those of your discipline?

A brief statement of previous funding history related to this project.

An explanation of how the funds will be spent and why they are needed. Since funds are limited, briefly state why such activities cannot be supported by other sources. Note that funding will generally not be given for incentives to survey participants, summer salary to complete a book, collaborator travel support, student recruitment activities, student training, and payment of students, though exceptions may be made. Please also note that requests for travel per diems/meals won't be granted. This portion of the proposal should be no more than one paragraph in length but explain clearly how the funds will be used.

- Biographical information:

Provide an up-to-date curriculum vita (2-pages maximum, but not your annual mini-vita) that lists recent publications/creative activities. If you have received this award in the past, you must include a copy of your most recent final Report of Activity (see below).

- Report of activity:

Within two months of completing your project, you should submit a one-page report of the activity undertaken to the Faculty Senate office, with a copy to your chair/director. Failure to submit this report within this time period will prevent consideration of your application for future awards.

PLEASE SUBMIT YOUR APPLICATION BY DECEMBER 18, 2024