



School of Science and Health Professions Faculty Development Funding Procedure

Description:

The School of Science and Health Professions has funding in its budget to support faculty development. In the past funds were available from the University to support faculty travel to make professional presentations. In the School of Science and Health Professions our funds to support faculty development will be available for similar travel and also to provide support in the areas of faculty scholarship, faculty and student research, and the scholarship of teaching.

The following types of projects are eligible for funding:

- Primary research - either theoretical or applied
- Scholarly projects involving students
- Research on the scholarship of teaching
- Professional certification
- Attendance at professional conferences, especially if making a presentation, but other requests will be considered
- Other projects, as deemed appropriate by the Department Head and the Dean

The purpose of these grants is to encourage faculty members to start or resume research and creative projects. The grants should not be seen as a source of continuing research funding, but rather as a way of starting research; i.e., more as seed grants than continuing support. In many cases it is hoped that they will lead to the faculty members acquiring funding from outside agencies. The newly created NGCSU Office of Sponsored Programs will help in all phases of the grant process. All full-time members of the North Georgia faculty from the departments of Biology, Chemistry, Nursing, Physical Therapy and Physics may apply for a faculty development grant to support a scholarly project. The limit on grant funding is a maximum of \$1000.

The grants will be awarded on a competitive basis within the School of Science and Health Professions. The first round of proposals will be due to the Dean's office by October 1 of the current year. The Dean will review proposals based on input from the PI and the department head. If more proposals are received than can be funded, the dean may appoint a peer review committee to assist with ranking proposals and identifying worthwhile projects. Projects may be done at any time, beginning with the fall semester and continuing through June of the following year. Keep in mind of 'year end closeout' whereby all funding must be encumbered by March 31st.

Guidelines:

A complete application consists of the following:

1. A project title and a one-paragraph summary description (see cover sheet attached).
2. Project description (no more than two pages, single-spaced).
3. Project rationale - explain how this project benefits you, your students, your department, and/or North Georgia (limited to one page, single-spaced).
4. Itemized budget.
5. The Department Head should provide a brief but substantive written evaluation and recommendation.
6. At the conclusion of the grant period, a brief (one or two page) final report of the work supported by the grant must be submitted.

**North Georgia College & State University
School of Science and Health Professions
Faculty Development Funding Request**

Name: _____ Department: _____

Project Title: _____

Summary Description of Project (Attach a one to two page description, the project rationale and an itemized budget sheet):

Department Head's Evaluation & Recommendation:

Applicant's Signature: _____ Date: ____/____/____

Department Head's Signature: _____ Date: ____/____/____

Funding Decision: Approved Not Approved Amount: \$_____

Dean's Signature: _____ Date: ____/____/____