

RSCA Infusion Funding – CASA Allocation
Description and Application Instructions
Award Period: June 1 2015 – June 30 2016
CASA Request for Proposals AY 15-16

One of the three priorities of the Academic Affairs Working Plan for 2014-2017 is supporting Research, Scholarship and Creative Activities (RSCA) on campus. The Provost has designed one-time funds of \$1.5 million dollars for this purpose, of which the allocation to CASA is \$170,000. The purpose of the one-time RSCA funds is specifically to 1) support existing RSCA activity and 2) develop incentives and opportunities for faculty members to become and remain RSCA active throughout their careers.

Funding opportunities:

In support of these aims, CASA is providing the following options for faculty RSCA support:

- Release Time for RSCA: 0.2 release time for one semester (Spring 16): to pursue and complete RSCA projects, such as journal articles, book chapters, etc.
- Grant writing Support:
 - Time only – For experienced grant writers with a track record of success. 0.2 release time for one semester (Spring 16) to write and submit applications for external RSCA funding; *OR*
 - Supported – For developing grant writers with promise of success: 0.2 release time for one semester (Spring 16) to write and submit applications for external RSCA funding; includes expert proposal review, structured support and accountability, and required attendance at SJSU Grants Academy sessions.
- RSCA Funding:
 - Summer salary – \$5,000 to undertake pilot studies/projects intended to serve as the basis for larger, external grant-funded work (for June 2016)
 - Materials/Supplies – Up to \$5,000 for RSCA activities involving student assistants, travel expenses, conference registration, materials or related expenses for research or scholarship (to be used by June 2016).

Eligibility:

All faculty members – lecturers, tenure-track, and tenured faculty – are eligible to apply for the *RSCA Funding* option. Tenure-track and tenured faculty may apply for *Release Time* and *Grant writing Support*.

Criteria

The following criteria will be used to evaluate all proposals:

- Clarity and completeness of proposal
- Contribution to knowledge and scholarship in the discipline
- Clarity and strength of RSCA agenda, and fit of current request within that agenda
- Evidence of faculty member's ability to complete project within timeframe
- Alignment with CASA initiatives and priorities (internationalization, interdisciplinary collaboration)

Junior faculty are strongly encouraged to request a review of their proposal from a RSCA-active senior colleague in their department prior to submitting. Applications will be reviewed by a committee that includes chairs or directors of five departments in CASA.

Requirements:

All faculty must complete the [CASA RSCA Metric](http://goo.gl/forms/KJZrZ8w9VQ) (<http://goo.gl/forms/KJZrZ8w9VQ>) prior to submitting an application for funding. Henceforth, the CASA RSCA Metric will be administered annually and used to document RSCA accomplishments of faculty. Completion of the metric each year will be required to be eligible for SJSU or CASA RSCA support. Implementation of a RSCA metric is required of each college prior to drawing any allocated funds.

A final report will be required upon the completion of the RSCA project, with eligibility for future RSCA resources contingent upon report submission and successful completion of the project. Recipients of RSCA awards will be expected to share results with the CASA community through blog posts and presentations.

Application Process:

All applications should contain a *proposal narrative* (not to exceed 2 pages) including 1) a brief description of your RSCA agenda along with an explanation of how this project fits into and supports the development of that agenda; 2) an introduction of the issue or need to be addressed; 3) the scope of work to be undertaken; 4) the methodology (if relevant); and 5) references (not included in page count). Proposals for RSCA Funding should also contain 6) a brief budget detail and justification.

In addition to the proposal narrative, an application indicating the CASA RSCA Infusion support option(s) selected with your chair's signature must also be included. Applications should be emailed to Amy D'Andrade at amy.dandrade@sjsu.edu (cc Erika Vasquez at erika.vazques@sjsu.edu) by 5PM on the due date.

Submission Deadline:

The Fall 15 deadline is 5PM, October 5, 2015.

Questions?

Two Q&A sessions will be held to answer questions about this opportunity.

1. Wednesday September 9, 12 noon, MQH 438A
2. Tuesday September 15, 2PM, via WebEx – email amy.dandrade@sjsu.edu for invite (will be recorded)