University Grants Academy
Description and Application Instructions
AY 15-16

Sponsored by the Office of Research and the Center for Faculty Development, the University Grants Academy (UGA) is an intensive, year-long experience designed to support up to 15 faculty members through the process of writing a substantial external grant proposal to fund their research, scholarship and/or creative activity (RSCA). The goals of the University Grants Academy are to increase extramural support of faculty RSCA, and contribute to the intellectual culture and scholarship of the university by supporting faculty grant writing across the disciplines. Supporting faculty RSCA is one of the priorities of the Academic Affairs Working Plan for 2014-2017, with funding provided by the Provost to develop incentives and opportunities for faculty members to become and remain RSCA active throughout their careers.

Components of the University Grants Academy:
- 0.2 course release time for grant writing and program participation – spring 2016;
- Information sessions offered by campus experts on various aspects of grant writing – fall 2015;
- Mentoring from successful SJSU grant writers;
- Working sessions tailored to participants’ needs, on finding a funder, writing a budget, and drafting the proposal, with technical support and resources from campus experts and mentors – spring 2016;
- Expert review of proposal drafts by senior scholars in each field;
- Editing, revising, and statistical consulting as needed.

Eligibility:
Tenured and tenure-track faculty from all colleges and departments are eligible to apply. Faculty members developing proposals to fund RSCA work will have priority, but those seeking other types of extramural grants (e.g. training grants) could be considered if space permits. Please note that “RSCA” is a general term, and does not refer exclusively to the internal grants offered by the University each year. The kinds of projects considered “RSCA” vary by discipline, department and colleges; in general, RSCA work results in accomplishments that would be listed in the Scholarly/Aesthetic/Professional Achievements category of the dossier. “Creative Activity” refers to those activities aligned with the Scholarly/Aesthetic/Professional Achievements category of the dossier for faculty in creative tracks of their disciplines. If you have questions about whether your project would be categorized as RSCA, consult with your chair, your college’s Associate Dean (or relevant contact) for Research, and/or your college’s RSCA metric. You may also email the Assistant Vice President for Faculty Development, Amy Strage (amy.strage@sjsu.edu) or the Associate Dean for Research in the Office of Research at SJSU, Gilles Muller (gilles.muller@sjsu.edu).

Requirements:
- Attendance at 3 or more of the 1 hour grant-writing information sessions offered by the University in fall 2015;
- Participation in 4 or more of the 2-hour working sessions to be held in spring 2016;
- Completion and submission of a grant proposal, or completion of a submission-ready proposal pending open submission date of funder;
- Engaged participation in Academy workshop sessions and the on-line platform throughout the process with SJSU mentors, advisors, and Academy peers.
Application Process:
Faculty interested in applying should submit the application, a current CV, and a proposal narrative (not to exceed 2 pages) that includes a brief description of your RSCA agenda along with a project outline providing an introduction to the creative motivation, scholarly issue or research idea to be addressed, a brief description of the work to be undertaken, an estimate of possible costs, and a projected timeline for the project.

Please note that the application requires ink or electronic signatures from your Chair and from your Dean allowing you a 0.2 course release from teaching for spring 2016, and your signature consenting to allow your chair to provide a confidential evaluation of your qualifications for the proposed project. Applications should be emailed to amy.dandrade@sjsu.edu by 5PM on the due date.

Criteria:
Applications will be reviewed by a subcommittee of the UGA Advisory Board. The Advisory Board is made up of Associate Deans of Research from each college, faculty member representatives from colleges that do not have Associate Deans of Research, and representatives from Corporate and Foundation Relations (Advancement), the Research Foundation, the Center for Faculty Development and the Office of Research. The following criteria will be used to evaluate proposals:

- Clarity and completeness of proposal;
- Clarity and strength of RSCA agenda and fit of current project within that agenda;
- Evidence of faculty member’s ability to complete project within timeframe;
- Fit of faculty interests and needs with the goals of the Grants Academy;
- Chair’s evaluation of candidate’s qualifications for the proposed RSCA activity.

Submission Deadline: 5 PM, September 18, 2015

Questions?
Two Q&A sessions will be held to answer questions about this opportunity.
1. Friday, September 4, 2015, 12 noon, IRC 210
2. Thursday, September 10, 2015, 1PM, via WebEx – email amy.dandrade@sjsu.edu for invite (will be recorded)