

Central RSCA (Research, Scholarship and Creative Activity) Grant Program

General Description and Instructions

Award Period: July 1, 2018, through August 31, 2019

The Office of Research announces the continuation of the Central RSCA Grant Program for Unit 3 faculty for their research, scholarship and creative activities. Funding is provided by the Academic Affairs Division and, if available, by the CSU Chancellor's Office. Applicants are invited to submit proposals for funding to assist them as they advance an on-going RSCA project or as they launch a new avenue of RSCA. Faculty who receive funding through this program are expected to submit a report on award results, share their accomplishments at a campus-wide event, and serve as a resource for prospective applicants. **Applications must be submitted via InfoReady by 5:00 p.m. on Friday, March 16, 2018**, see Submission Procedures section for further information. Late proposals will not be accepted.

Note:

Information contained in the application proposal or attachment(s) may be shared with the funding agency—SJSU Division of Academic Affairs and/or the CSU Chancellor's Office—if requested.

Eligibility:

All [Unit 3](#) faculty are eligible. Only one proposal per faculty member may be submitted. Collaborative proposals submitted by more than one faculty member will be considered. In such cases, each faculty member should write their own proposal independently describing the joint effort in general and their particular contribution in greater detail. Indicate whether the project can go forward if only one faculty member's proposal is funded.

Deadlines:

By 5:00 p.m., March 16, 2018 (Friday), faculty member submits proposal via InfoReady.

By 5:00 p.m., March 23, 2018 (Friday), Department Chair/School Director reviews/approves via InfoReady.

By 5:00 p.m., March 29, 2018 (Thursday), Dean (or designee) reviews/approves via InfoReady.

Proposal reviewer committees meet April 25 and April 26, 2018.

By late May, before the end of the academic year, Office of Research sends Notification Letters to faculty.

Types of Funding:

0.2 Fall 2018 or Spring 2019 assigned time*

0.2 Fall 2018 or Spring 2019 assigned time*, and up to \$2,500 in RSCA-related expenses

\$5,000 fellowship salary award**, July 2018 or June 2019

\$5,000 fellowship salary award**, July 2018 or June 2019, and up to \$2,500 in RSCA-related expenses up to \$5,000 in RSCA-related expenses

* *Assigned Time option is available to tenured and tenure-track faculty only. Assigned time should be coordinated in consultation with your Department Chair/School Director to ensure that both you and your Department Chair/School Director have the same understanding.*

** *Fellowship salary award option is available to Unit 3 Faculty members with a Semester appointment, an Academic Year (AY) appointment, or a 12-month faculty appointment of .8 or less.*

The fellowship salary award is considered salary and is taxed by the IRS and state. This is an award and it is supplemental and taxed differently from a regular monthly salary check. For example, previous awards were taxed at 25% Federal and 6.6% State plus Social Security and Medicare taxes.

Proposals must contain the following components:

A completed online application

A proposal narrative (not to exceed 3 pages) addressing the following elements:

- Statement of need/problem to be addressed and likely contribution to the discipline;
- Description of the scope of the work for the proposed project including methodology;
- Plan for dissemination and/or seeking of external funding;
- Draft timeline;
- Brief budget justification; and
- References/works cited, as appropriate (counted as part of the 3-page limit).

Please write the narrative in a style that is easily accessible to a reviewer from outside the author's discipline or area of expertise.

A Budget Form (only if requesting funds to support RSCA)

Criteria for Selection:

Proposals will be evaluated by faculty committees with representation from all colleges and the Library. Lecturers and tenure-track faculty proposals are considered separately from tenured faculty proposals. The following criteria will be considered:

- Clarity of the proposal
- Completeness of the proposal
- Contribution to knowledge and scholarship in the discipline
- Likely educational impact on students
- Feasibility of the proposed activity within the timeline
- Appropriateness of the proposed budget (i.e., consistent with the narrative)

Restrictions:

RSCA award funds may not be used to purchase gifts or gift cards.

Submission Procedures:

Application, Narrative, and, if requesting funding for an option that includes up to \$2,500 or up to \$5,000 in RSCA-related expenses, a Budget Form **must be submitted via InfoReady by 5:00 p.m. on Friday, March 16, 2018.**

Access InfoReady via <https://sjsu.infoready4.com/CompetitionSpace/>. Instructions on how to log into InfoReady as well as RSCA forms and samples of successful proposal narratives are available on the Office of Research website in the Central Research, Scholarship and Creative Activity (RSCA) Grant Program section at the following link: <http://www.sjsu.edu/research/funding/funding-opportunities/rsca/>.

To apply, please complete the online application and upload the following documents:

Proposal Narrative (MS Word or Adobe PDF file)

Appendix A: Budget Form (only necessary if requesting funds to support RSCA)

Please note that the application can be saved as a draft so the application completion process can start before you are ready to upload your proposal narrative. For your reference, the instructions, budget form and samples of successful proposal narratives are included in the online application (and are also available on the Office of Research website as mentioned above).

Contact Information:

If you have questions about the Central RSCA Grant Program, please contact the Office of Research in care of Research AVP Pamela Stacks at pamela.stacks@sjsu.edu (phone: 408-924-2488) or Associate Dean of Research Gilles Muller at gilles.muller@sjsu.edu (phone: 408-924-2632).

For any matters related to the InfoReady submission, please contact the Office of Research in care of Analyst Jeanine Jones at jeanine.jones@sjsu.edu (phone: 408-924-3355).