

**Sybil Weir/John Galm Endowment Award
Request for Proposals - AY 2019-20**

Purpose: The Sybil Weir/John Galm Award is designed to assist junior faculty in establishing and developing their careers at San José State University. The award is intended to support research, travel to present at conferences, and/or acquisition of materials related to teaching or scholarship. A longtime professor and Chair of the English Department, Dr. John Galm, established the Weir/Galm Endowment in 1995 in memory of his wife, Dr. Sybil Weir. Dr. Weir also had a long career at San José State University. She was Professor of English and Associate Dean of the College of Humanities and the Arts; she also served as Associate Vice President for Faculty Affairs. The Weir/Galm Endowment Award is intended to enhance the careers of new faculty members according to the wishes of Dr. Weir and Dr. Galm.

Eligibility: Tenure-track faculty members are eligible for this award. All disciplines are welcome. In keeping with the wishes of the donors, preference will be given to proposals that address issues of diversity (broadly defined).

Award: It is expected that one (1) award of a maximum of \$2,500 will be made. Awards are subject to IRS tax. Funds will be made available to awardees by December 2, 2019, and **MUST** be expended by March 16, 2020. (In years past, awards periods extended through the Spring and Summer, but because of recent changes in the reporting requirements, all funds must be **EXPENDED** by the March 16th deadline. Please consider this as you develop your proposal.)

Application Deadline: Proposals are due by **November 1, 2019** at 5:00 p.m. They may be emailed (cfid@sjsu.edu).

Application Procedure: Applicants should submit a proposal not to exceed the cover sheet plus a proposal narrative of no more than three pages which includes: (1) a description of the proposed project activities and timeline; (2) a statement of how the proposed project and activities will contribute to knowledge and scholarship in the applicant's discipline; (3) a statement about how the proposed project and activities will contribute to the applicant's teaching effectiveness; (4) a statement of how the proposed project and activities address issues of diversity (if any); and (5) an itemized budget and justification (up to \$2,500). Applicants should also submit a current curriculum vitae. Please email these as a **SINGLE pdf's**, labeled as follows: **WG2019.Last Name.First Name.pdf** to cfid@sjsu.edu.

Review Procedure: The Center for Faculty Development will convene a committee with a tenured faculty member from each college to review all proposals and make the final recommendations.

Other Conditions and Requirements: The grantee will prepare an end-of-year report (due May 1, 2020) summarizing outcomes of his or her project/activity.

For more information, contact Dr. Deanna Fassett, Director of Center for Faculty Development, deanna.fassett@sjsu.edu