

To: Tenured and Tenure-Track CoSS Faculty
From: Shishir Mathur, Associate Dean of Research
Re: Summer 2018 Salary Award
Deadline: March 07, 2018, 5:00 pm

The College will award approximately three (3) Summer 2018 Salary Awards (\$5,000 each) to promote research, scholarly, and creative activities. Work for this award must be undertaken during the period June 1-June 30, 2018.

Other important information:

1. CoSS tenure-track and tenured faculty only are eligible to apply.
2. RSCA Advisory Committee members are permitted to apply for this award. However, they will be recused from reviewing and voting on proposals.
3. Each applicant is limited to one proposal.
4. Award cannot be shared between two or more faculty members.
5. Award will be provided only for the period requested. Please note that since the total duration of your RSCA project is likely to be more than the 1-month award period of June 1-30, 2018, please highlight the following in your application: a) the specific work to be undertaken during this 1-month period, and b) the work that would be undertaken before and/or after this 1-month period.
6. If research involves human or animal subjects, please provide a copy of the IRB/IACUC approval letter or a draft IRB/IACUC application. Please note that if you provide a draft IRB/IACUC application now, the summer salary award will be contingent upon IRB/IACUC approval. If your project qualifies for IRB/IACUC exemption, please provide evidence of waiver, for example, by submitting the IRB Exclusion Worksheet available at <http://www.sjsu.edu/research/docs/irb-exclusion-worksheet-nw.pdf>.
7. Faculty are not permitted to receive a CoSS and a University award for the same work. But, they can apply for different phases/components of one large project.
8. No substantive changes in the RSCA Plan shall be made without the approval of the Dean's Office.
9. All publications that are funded in whole or in part from this award shall include a credit line naming the College of Social Sciences, San José State University.
10. A final report is required from all faculty who receive an award. Please provide this report by July 30, 2018. See the last page for report format.
11. This award will not be granted if the final report for a previous CoSS Summer Salary Award is not included with this application.
12. If travel is proposed, travel authorization, submitted and approved via FTS, must be submitted before travel can occur. Note that in-state and national travel requires approval from the Chair and the Dean. International travel requires approval from the Provost and the President, 45 days prior to the trip. Contact your department office manager for assistance in applying for travel approval.

APPLICATION MUST BE EMAILED IN A SINGLE FILE to Shishir Mathur at shishir.mathur@sjsu.edu by Wednesday, March 07, 2018, 5:00 pm.

Feel free to email Shishir with any questions.

COLLEGE OF SOCIAL SCIENCES – Summer 2018 Salary Award

The application must include a Cover Page, a RSCA Plan and Attachments as requested on page 3. The RSCA Plan **must not exceed 3 pages**; this excludes the cover page and attachments (CV, a copy of the IRB/IACUC approval letter or a draft IRB/IACUC application, travel approval, etc.). Use one-inch margins and 12-point font.

COVER PAGE

Name:

Department:

Appointment Level:

Email:

Did you previously receive a CoSS Summer Salary Award (Yes/No)? _____
If yes, is the final report of this, previous, award included with this application?
(Yes/No/Not applicable) _____

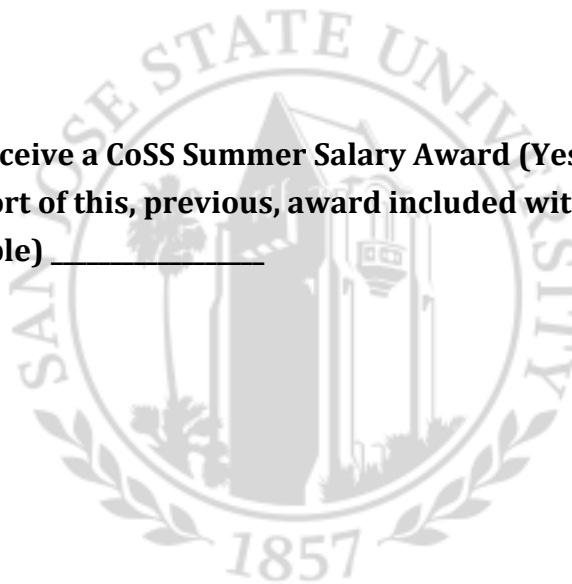
Project Title:

Abstract:

Signature (applicant): _____

Department Chair Approval: _____

Print name and sign (or send an approval email at
shishir.mathur@sjsu.edu)



RSCA PLAN (no more than 3 pages)

- Statement of need/problem to be addressed and/or likely contribution to the discipline.
- Description of the scope of work for the proposed project including methodology.
- Draft timeline and RSCA feasibility (feasibility of completing the project on time; information about your RSCA background and record to support the likelihood the project will be successfully completed)
- Plan for dissemination and/or seeking external funding.
- References/works cited, as appropriate (counted as part of the 3-page limit).

ATTACHMENTS (not in the 3-page limit)

- Curriculum Vitae;
- A copy of the IRB/IACUC approval letter, or a draft IRB/IACUC application, or evidence of exemption;
- Survey instrument, if applicable;
- Final report from previous CoSS Summer Salary Award, if applicable; and
- Travel approval, if applicable.

OTHER INFORMATION FOR APPLICANTS

EVALUATION CRITERIA FOR PROPOSALS

Proposals will be evaluated by an appropriate college committee on a 50-point scale as follows:

- Clarity of the proposal (10 points)
- Completeness of the proposal (10 points)
- Contribution to knowledge/ scholarship/creativity in the discipline (15 points)
- Likelihood the award would enhance applicant's RSCA productivity (e.g. plays, conference papers, documentaries, books, and journal articles) (10 points)
- Likelihood that the proposed activity would be completed on time (5 points)

REPORT FORMAT (submit the report to Associate Dean of Research within one month after the end of the award period.)

1. RSCA Award Cover Page
2. Summary of work undertaken; specifically describe methods used and results produced
3. Clear description of the role of students and collaborators in the work, if applicable
4. Clear description of products produced. If items are in progress, state when you expect to complete them.

DEADLINE: 5:00 pm, Wednesday, March 07, 2018.
EMAIL application in a single file to shishir.mathur@sjsu.edu