# CESS Research Grants: OPEN

## Overview

<table>
<thead>
<tr>
<th>Award Amount</th>
<th>Competitive. We expect to fund up to 4 high quality proposals to a maximum of $4,000 each, pending availability of funds.</th>
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</thead>
</table>

## Timeline

- Proposals may be submitted at any time.
- Funds must be expended by May 31, 2020.
- Requests for no-cost extensions (up to 3 months) must be made by April 30, 2020.

## Research Grant Goals

- Support projects that are highly likely to result in at least one application for extramural grant support and at least one peer-reviewed scholarly publication.
- Support research contributing to a faculty member’s advancement as a scholar and to the advancement of diversity and cultural competence in the College.
- Support scholarship aligned with CESS’s Strategic Plan and commitment to being: 1) family-centered, 2) community-based, 3) culturally competent, and 4) collaboratively engaged.

## Eligibility

Full-time faculty (all ranks), or proposals involving faculty, staff, and students, with faculty serving as Principal Investigator/Lead Applicant.

## Required Content & Application Procedures

<table>
<thead>
<tr>
<th>Proposal Narrative: Required Content</th>
<th>Overview and Significance of Research Program (1 - 2 pages)</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>• Describe how project addresses the goals listed above.</td>
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<td>• Provide a rationale for how the proposed research program would contribute to an existing knowledge base/previous published studies.</td>
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<td>• Describe how the proposal aligns with at least one of the four Strategic Objective Pathways and specific components within each selected Pathway.</td>
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<td>• Explain why effort toward the proposed research requires support beyond time and/or resources available through the applicant’s workload, and/or professional development activities or other funding available through the college or university.</td>
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<td>• Provide a detailed plan for grant application and publication that includes anticipated funding sources and publication outlets.</td>
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</table>

**Questions and Method (1 - 2 pages)**

- Articulate proposed research questions, design and methods. Specify steps to be taken to ensure quality and fidelity to your chosen methods.

**Goals/Activities/Timeline (1 page)**

- List key research goals and activities (including plans for obtaining IRB approval, if needed) and a timeline for completion of proposed activities.

**Key Personnel (1 page)**

- Identify Principal Investigator/Lead Applicant and other key personnel.
- List roles and responsibilities of all key personnel.

**Evaluation Plan (1/2 page)**

- Describe indicators/metrics of success in relation to goals and activities, including the number of anticipated publications and applications for funding. These must be addressed in the final report.

**Budget (use template included in proposal packet)**

- List and justify expenditures by category (equipment, staffing, graduate student support, supplies, consultant, travel, matching funds from other funding sources, etc.). Please contact your Department/Center’s business manager for assistance with budget development.
- Requests for course buy-outs must show evidence of additional external funding to cover costs.

**Vitae**

- Include updated/brief CVs for all key personnel involved in the proposed program.

## Procedures

- Review the proposal with your chair or director and obtain required signatures.
- Submit your proposal on-line and direct questions to Associate Dean Penny Bishop.
- You will be notified about the outcome of your application via email, 30 days following receipt of complete submission package.
- Submit one-page final report by October 1, 2020.
## Overview

<table>
<thead>
<tr>
<th>Award Amount</th>
<th>Competitive. We expect to fund up to 3 high quality proposals to a maximum of $3,000 each, pending availability of funds.</th>
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</table>
| Timeline              | • Proposals may be submitted at any time.  
• Funds must be expended by May 31, 2020.  
• Requests for no-cost extensions (up to 3 months) must be made by April 30, 2020. |
| Innovation Fund Goals | • Provide seed funds for global research, teaching and/or program development.  
• Support long-term development of international initiatives aligned with the CESS Strategic Plan and the College’s commitment to being 1) family-centered, 2) community-based, 3) culturally competent, and 4) collaboratively engaged.  
• Encourage development of global partners in research, teaching and/or program development with the potential for long-term connections to CESS that contributes to the advancement of diversity and cultural competence in the College. |
| Eligibility            | Full-time faculty (all ranks), or proposals involving faculty and staff, with faculty serving as Principal Investigator. |

## Required Content and Application Procedures

**Proposal Narrative: Required Content**

- **Overview and Significance of International Seed Grant (1-2 pages)**
  - Describe how proposal addresses the goals listed above.
  - Describe the nature of the activity to be completed and how funds will be used in relation to future research, teaching and/or program development.
  - Describe how the proposal aligns with at least one of the four Strategic Objective Pathways and specific components within each selected Pathway.
  - Explain why support for this project cannot be fully funded through professional development or other college or university funds.

- **Goals/Activities/Timeline (1 page)**
  - List key goals and activities (including preparation for international work) and a timeline for completion of proposed activities.

- **Key Personnel (1 page)**
  - Identify Principal Investigator/Lead Applicant and other key personnel.
  - List roles and responsibilities of all key personnel.

- **Evaluation Plan (1/2 page)**
  - Describe indicators/metrics of success in relation to goals and activities. These must be addressed in the final report.

- **Budget (use template included in proposal packet)**
  - List and justify expenditures by category (equipment, staffing, graduate student support, supplies, consultant, travel, matching funds from other funding sources, etc.). Please contact your Department/Center’s business manager for assistance with budget development.

- **Vitae (Appendix)**
  - Include updated/abbreviated CVs for all key personnel involved in the proposal.

**Procedures**

- Review the proposal with your chair or director and obtain required approvals.
- Submit your proposal online. Direct questions to Associate Dean Penny Bishop.
- You will be notified about the outcome of your application via email, 30 days following receipt of complete submission package.
- Submit one-page final report by October 1, 2020.
## CESS Boost Grants: OPEN

### Overview

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<thead>
<tr>
<th>Award Amount</th>
<th>Competitive. We expect to fund 8 high quality proposals between $500 - $1,000 each, pending availability of funds.</th>
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| Timeline | • Proposals may be submitted at any time.  
• Funds must be expended by May 31, 2020.  
• Requests for no-cost extensions (up to 3 months) must be made by April 30, 2020. |
|---|---|

| Boost Grant Goals | • Support travel, program development, teaching, and/or research activities not otherwise covered by professional development funds, start-up funds, or other CESS or university funds.  
• All proposals must be in close alignment with the CESS Strategic Plan and the College’s longstanding commitment to being 1) family-centered, 2) community-based, 3) culturally competent, and 4) collaboratively engaged. |
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<table>
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<tr>
<th>Eligibility</th>
<th>Staff, Full-time faculty (all ranks), or proposals involving faculty, staff, and students, with faculty serving as Principal Investigator/Lead Applicant.</th>
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### Required Content and Application Procedures

| Proposal Narrative: Required Content | Overview and Significance of Request for Boost Grant Funds (1 - 2 pages)  
• Describe how proposal addresses the goals listed above.  
• Describe use of funds and provide a rationale for how funds will enhance scholarship, program development, teaching, professional skills, etc.  
• Describe how the proposal aligns with at least one of the four Strategic Objective Pathways and specific components within each selected Pathway, as well as how the proposal will enhance program, department and/or professional goals.  
• Explain why the activity requires support beyond time and/or resources available through the applicant’s workload and/or professional development funds.  
Goals/Activities/Timeline (max. 1 page)  
• List goals and activities and a timeline for completion.  
Key Personnel (max. 1 page)  
• Identify Principal Investigator/Lead Applicant and other key personnel.  
• List roles and responsibilities of all key personnel.  
Evaluation Plan (1/2 page)  
• Describe indicators/metrics of success in relation to goals and activities. These must be addressed in the final report.  
Budget (use template included in proposal packet)  
• List and justify expenditures by category (equipment, registration fees, supplies, consultant, travel, matching funds from other funding sources, etc.). Please contact your Department/Center’s business manager for assistance with budget development.  
Vitae  
• Include updated/brief CVs for all key personnel involved in the proposed program. |
|---|---|

| Procedures | • Review the proposal with your chair or director and obtain required signatures.  
• Submit your proposal online.  
• Direct questions to Associate Dean Penny Bishop  
• You will be notified about the outcome of your application via email, 30 days following receipt of complete submission package.  
• A one-page final report is due October 1, 2020. |
CESS Academic Program Innovation Funds: CLOSED

PLEASE NOTE:

All Program Innovation Grants have been awarded for the 2019-2020 academic year. We are no longer accepting proposals for this grant category.

Overview

| Award Amount | Competitive. We expect to fund up to 3 high quality proposals to a maximum of $2,000 each, pending availability of funds. |
### Timeline
- Proposals may be submitted at any time.
- Funds must be expended by May 31, 2020.
- Requests for no-cost extensions (up to 3 months) must be made by April 30, 2020.

### Academic Innovation Fund Goals
- Support innovation as well as long-term curriculum and program development, in alignment with the CESS Strategic Plan and the College’s commitment to being 1) family-centered, 2) community-based, 3) culturally competent, and 4) collaboratively engaged.
- Promote curriculum and program innovation that reflects current research and practice and contributes to the advancement of diversity and cultural competence in the College.
- Promote innovation in course format and delivery (e.g., on-line and hybrid delivery at the program level).

### Eligibility
Full-time faculty (all ranks), or proposals involving faculty, staff, and students, with faculty serving as Principal Investigator/Lead Applicant.

### Required Content and Application Procedures

#### Proposal Narrative: Required Content

*Overview and Significance of Program Innovation Project (1 - 2 pages)*
- Describe how project addresses at one or more of the goals listed above.
- Provide a rationale for how the proposed program innovation will enhance your existing curriculum and program and lead to sustainable, long-term advancements in programming.
- Describe how the proposal aligns with at least one of the four Strategic Objective Pathways and specific components within each selected Pathway.
- Explain why effort toward the innovation requires support beyond time and/or resources available through the applicant’s workload and/or professional development activities or other funding available through the college or university.

*Goals/Activities/Timeline (1 – 2 pages)*
- Describe goals and activities associated with the project, and a timeline for completion of activities.
- Describe any technical support needs that may be required (e.g., support for transition to on-line/hybrid delivery).

*Key Personnel (1 page)*
- Identify Principal Investigator/Lead Applicant and other key personnel.
- List roles and responsibilities of all key personnel.

*Evaluation Plan (1/2 page)*
- Describe indicators/metrics of success in relation to goals and activities. These must be addressed in the final report.

*Budget (use template included in proposal packet)*
- List and justify expenditures by category (equipment, staffing, graduate student support, supplies, consultant, travel, matching funds from other funding sources, etc.). Please contact your Department/Center’s business manager for assistance with budget development.

*Vitae (Appendix)*
- Include updated/abbreviated CVs for all key personnel involved in the proposed program.

#### Procedures
- Review the proposal with your chair or director and obtain required approvals and support.
- Submit your proposal on-line.
- For *undergraduate programs*, direct questions to Associate Dean Katie Shepherd. For *graduate programs*, direct questions to Associate Dean Kieran Killeen.
- You will be notified about the outcome of your application via email, 30 days following receipt of complete submission package.
- Submit one-page final report by October 1, 2020.