

CALL FOR PROPOSALS  
*ARTS & SCIENCES SUMMER PROFESSIONAL DEVELOPMENT AWARDS*  
Summer 2018

**To:** Faculty, College of Arts & Sciences

**From:** Rebecca Williams, Chair, Arts & Sciences Summer Professional Development Awards Committee

This is the call for proposals for the Arts & Sciences Summer Professional Development Awards. Unlike other internal grants available at USA, this award can provide a stipend to faculty members. The intent is to stimulate the development of excellence in creative activity or research among Arts & Sciences faculty by providing time to think, design, create, and write.

All tenured and tenure-track Arts & Sciences faculty members are eligible to apply. However, preference will be given to untenured tenure-track faculty members who have not previously received this award.

The pool of funds available for these awards in 2018 is \$15,000. The maximum amount of an award will be \$5,000 plus applicable payroll deductions. Because the awards are intended to free faculty from summer teaching so they may devote attention to professional development, proposals from those who plan to devote full time to creative activity or research will be given preference. Those who plan to teach will be considered but may not teach more than one course during the summer of the award. The budget may include funds for equipment, travel, and other non-salary items necessary to the completion of this project.

Complete packets (electronic format only) for the summer, 2018 Arts & Sciences Summer Professional Development Awards are due by **Friday, January 5th, 2018**. Please submit materials in PDF format to [rwilliams@southalabama.edu](mailto:rwilliams@southalabama.edu). If multiple files are submitted, each file's e-name should include the submitter's last name followed by a brief descriptor of the file's contents.

A complete packet should contain the following elements:

1. Cover sheet with name, title, and tenure status
2. Project description (up to 6 pages) to include:
  - a) Importance of the project. It is imperative to address this to a lay audience.
  - b) Brief description of the creative activity to be completed during the grant period.
  - c) Statement of whether the endeavor is part of a larger project
  - d) Description of anticipated outcomes (article, book, grant proposal, exhibition, paper, performance, presentation, recording, etc.)
3. Bibliography, if applicable

4. Statement of results from previous Arts & Sciences Summer Professional Development Awards. If this would be your first award, please indicate as such.
5. Statement of time to be committed to the creative activity/research
6. Statement of summer teaching plans
7. Statement of all other sources of support in effect and what fraction of time you are obligated to commit to them
8. Statement of travel plans (if applicable).
9. Proposed budgets specifying salary and non-salary items (if any) and justification of each (Note: it is unnecessary to allocate money for fringe benefits when creating your proposed budget; fringe benefits will be paid through the Dean's office)
10. Curriculum Vitae

Among the review criteria used by the committee will be the degree to which the proposal provides a clear statement, understandable to a multi-disciplinary audience, of well-planned activity that has achievable goals.

Awardees must provide the Dean a one-page report of activities performed and preliminary outcomes by October 12, 2018.