SAM FOX SCHOOL OF DESIGN & VISUAL ARTS

The Sam Fox School of Design & Visual Arts invites proposals for Faculty Research Awards. These awards are intended to enable faculty to pursue innovative new projects or to advance ongoing creative activity and research. All Sam Fox School tenured, tenure-track faculty and full-time senior lecturers are eligible to apply. Faculty having relinquished tenure for phased retirement are ineligible for this award. Award winners will be asked to present their project outcomes to the Sam Fox School community in the form of a public presentation.

Award Amounts and Eligible Activities

Faculty Research Awards in amounts ranging from $1,000 to $10,000 are available to cover a variety of project costs, including, but not limited to, the following:

- Equipment, materials, and presentation costs
- Travel costs directly related to research or the production of creative work - Travel must comply with current COVID-19 or other WU travel policies and restrictions.
- Travel to national and international conferences and symposia to present research or creative activity
- Research or studio assistants; **the school strongly encourages and values proposals that include graduate and/or undergraduate students in the research enterprise**
- Publication design, editing, and production

The review committee may award a smaller amount than requested, and only proposals that the committee deems meritorious will be eligible for awards. Grants will typically cover a one-year period from July 1, 2024 - June 30, 2025.

Proposal Review and Selection Criteria

Grant proposals will be reviewed by a diverse committee of tenured and tenure-track Sam Fox School faculty members. Consideration will be given to proposals that achieve the following criteria:

- Clearly identify creative activity and/or innovative research related to a new or ongoing project
- Present a thoughtful, well-developed project plan and detailed budget description
- Demonstrate how the project would further develop and advance the faculty member's body of work and contribute to their field of research
- Identify possibilities for outreach and/or visibility beyond the immediate Sam Fox School and/or St. Louis community

Application Procedure

Application must be reviewed by the college director prior to submission.

Submit completed proposals; including application form, narrative, and timeline to the Office of the Dean on or before **March 24, 2024**. Please submit your application digitally via e-mail to samfox-facultygrants@email.wustl.edu, copying Nicole Allen, and formatted as a single PDF containing all materials. The application form, narrative, timeline, and supporting materials should not exceed 20 pages.

Peer review is encouraged as part of your application process, although not mandatory. Peer review offers an opportunity for you to respond to initial feedback to your proposal from an internal or external colleague. As a courtesy, give reviewers ample time to provide feedback before the due date.

Proposals Should Include the Following Elements:

1. **Grant application form:** Includes a cover sheet, detailed budget plan, and budget narrative. The form can be found on pages 3 and 4 of this document.

2. **Project narrative:** Up to 3 pages (include your name at the top of all pages). Your narrative should address the following: A) Description of the project or research, B) Detailed description of the project/research plan with intended outcomes, C) Relationship of the project/research to your existing body of work and how it contributes to your field of practice/scholarship. Please include brief background information for your proposal, noting how your work fits into the larger field and providing links or attachments to help jurors fully understand the context of your proposal.
3. **Project timeline:** Up to one page.
4. **Supporting materials:** Include relevant visual and written documentation such as images; publication outlines; letters of commitment from publishers; letters of invitation to participate in conferences, exhibitions, or projects, etc.

Award decisions will be announced in April 2024.
If you have questions or need support with proposal writing please contact Nicole Allen, 314.935.9347 or Charis Norell, 314.935.9300.

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FACULTY RESEARCH AWARD

Please consult award guidelines for information on narrative statement, project funding, and supporting material

Name: _____

Academic Rank & College: _____

☐ I certify this application has been reviewed by the School Director prior to submission

Project Description (2-3 sentences):

List up to 3 recent projects or publications in order of significance:

Project Budget:
A detailed project budget is a critical component of each application. Please itemize the budget using the indicated categories. Identify the types of equipment, supplies, and personnel needed. Give the basis for any estimated travel expenses: include destination, duration, mode and cost of transportation, meals, and lodging.
The total cost = the amount requested from other sources + amount requested from Sam Fox School

Budget Expenses	**Total Cost**	**Amount Requested from Other Source(s)**	**Amount requested from SFS**	**Description of Budget Item (include name of other funding source(s) if applicable)**
Category: Equipment				
Category: Travel				
Category: Project Personnel				
Category: Other Expense				
Totals				

Budget Narrative (must be completed):
Indicate clearly how each item in the budget will support the project.