DEAN’S INCENTIVE GRANT
Instructions to Applicants 2014-2015

Purpose
The purpose of the Dean’s Incentive Grant is to enhance research activity in the College of Health Professions and Social Work. The Dean invites applications from faculty who will use the funds for scholarly research that facilitates acquisition of external funds and/or publication in refereed journals.

Application & Funding Dates

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<th>Application Deadline</th>
<th>Notification Date</th>
<th>Funding Period</th>
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<td>November 3, 2014</td>
<td>December 10, 2014</td>
<td>One Year</td>
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Eligibility Criteria
All CHPSW full-time faculty at any rank.

Funding
A maximum of $10,000 may be requested in a single proposal. Please note the amount granted may be reduced from what is requested. The funds provided by the Dean’s Incentive Award are to be used for expenses associated with the research project during the term of the award, such as data collection, data entry, transcription and/or equipment. This award may not be used for faculty salary. It is recommended you discuss your budget with staff in CHPSW Research Administration.

Application Procedures
Submit an electronic copy (as a single PDF) and one hard copy with original signatures to Suzanne Shaheen, CHPSW faculty affairs coordinator, at suzanne.shaheen@temple.edu by the deadlines listed above.

Applications must include the following and should be no longer than 12 double-spaced pages (Arial 11 font):
- Cover page, signed by PI and department chair
- Abstract
- Research plan, including a description of how the project will lead to publications and external grant submissions and related previous work by the applicants
- Budget justification
- Timeline (projects cannot exceed one year)
- NIH biosketch for all personnel involved in the project (excluded from 12-page limit)
- Reference list (excluded from 12-page limit)

Review Procedures
Applications for the Dean’s Incentive Grant will be reviewed by the CHPSW Research, Study Leaves, and Awards Committee in a timely manner. The process will include evaluating the merits of the research question(s), the methods and design of the study, the clarity of the proposal, the ability of the applicant to carry out the proposed work within the specified timeline, and to successfully attain the stated outcome of a journal article and/or external grant proposal.

Written feedback on the proposals will be provided to the applicant by the committee and may include a request for additional information and/or modifications to the original proposal. Such feedback is intended to help the applicants achieve a fundable/publishable project.

The committee will forward recommendations to the Associate Dean for Faculty Affairs. The Dean will make the final funding decisions.

Expectations
- A written report on the progress toward goals detailing plans for applying for external funding and submitting publications to peer-reviewed journals is required within one month of the end of the award period (one copy each to CHPSW Faculty Affairs and to the Chair of Research, Study Leaves and Awards Committee).
- Awardees will be asked to discuss their work at a Collegial Assembly Faculty Development seminar or to present their work at the Annual CHPSW Student-Faculty Research Symposium.