

INTERNAL GRANT OPPORTUNITIES AT CSUN FOR FACULTY

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Former CSUN Provost, Dr. Harold Hellenbrand, identified the following benefits of instilling a scholarly research agenda among California State Universities:

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- Funds travel and fellowships.
 - Grows new academic programs.
 - Increases faculty retention and job satisfaction.
 - Scholarly achievement helps faculty build their dossier as they move toward tenure and promotion.
 - Increases campus prestige and student recruitment.
 - Advances campus missions and strategic plans.

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- Keeps faculty at the forefront of their disciplines.
 - Helps in recruiting the most promising teacher-scholars as members of the faculty.
 - Active research programs and creative endeavors offer undergraduate and graduate students venues for pursuing their own original creative research.

General Comments regarding internal grants

- 1) Success rate is much greater than if you applied to external funders
- 2) “New” faculty are at a deficit when applying externally (since their track record of accomplishment and success is necessarily less than established researchers).

I’ve met faculty wanting to do research on “trilingualism in children;” another one on “the Jewish community of Detroit in the 1960s.” These topics might be deemed “too esoteric” by an external funder, but would be welcomed by CSUN, who wants to support your passion project, no matter the topic.

- 3) Internal grants are much easier to fill out than external grants. You could knock probably complete an internal grant in a few hours.

General Comments regarding internal grants

4) A small, internally funded grant might count heavily in your future external submissions:

- ✓ You have a pilot study or preliminary research on which to expand
- ✓ You have shown your proof of concept
- ✓ Internal funding shows that your home campus has faith in you and supports your work
- ✓ External funders know that even internal funding is a competitive process. Internal funding shows that your work floated above your peers and was worthy of funding.

5) Practice makes perfect. The fundamentals of a grant are the same whether applying for \$5,000 or \$5 million. All submissions are comprised of a compelling needs statement; a coherent, well-articulated project or research design; and a line item budget. Honing your skills on an internal grant will give you the practice and the confidence to apply for larger, external funding.

6) Being awarded internal funding bolsters your esteem in writing the next grant. Even if not funded (which is a normal part of the process) your esteem is bolstered: “I can write a grant!” as some faculty admit to me that they approach writing a grant with trepidation.

Internal Funding Opportunities at CSUN

- Internal CSUN competitions are subject to funding availability. They usually constitute \$5,000 or 3 units of release time.
- CHECK YOUR IN-BOX AS ALL INTERNAL GRANT COMPETITIONS ARE PROMOTED IN A TIMELY MANNER TO ALL ELIGIBLE FACULTY
- Or check out link on Office of Research and Sponsored Projects website:
<http://www.csun.edu/research-graduate-studies/campus-opportunities>

Internal Funding Opportunities at CSUN

Opportunities vary year to year, and are offered by:

- Office of Research and Sponsored Projects
- Office of Faculty Development
- Office of Community Engagement
- Faculty Technology Center
- Dean's Office – sponsors College-specific Research Fellowships (This is the main focus of today's PPT)

Office of Research and Sponsored Projects

Research, Scholarship and Creative Activity (RSCA) Awards

There will be two categories of awards:

1)

Mini-grant of \$10,000 for summer salary, student assistants, materials and supplies, travel to conduct research, and/or equipment

OR

2)

Reassigned time units

Deadline: March 28, 2016.

General Considerations in Applying to this Program

- Probationary faculty are strongly encouraged to apply.
- Interdisciplinary work is encouraged.

Grants from Office of Faculty Development

- Competition to Attend Teaching Conferences
- Judge Julian Beck Learning-Centered Instructional Projects
 - Due March 1, 2016
 - ✓ course redesign to improve student learning
 - ✓ active and experiential learning practices
 - ✓ formative student assessment techniques that guide teaching and learning
 - ✓ student engagement for deep understanding and learning strategies
 - ✓ teaching or learning innovations that will increase CSUN's self-reliance
- Probationary Faculty Support Program

Office of Community Engagement

- GE Paths Service Learning Course Development
- Service Learning Course Development
- Discipline-Based Community Learning Project & Research
- Interdisciplinary Community Learning Project & Research
- Service Learning Course Support and Dissemination

Faculty Technology Center

- eLearning Grants

To support as they design and develop technology-enhanced instructional projects



College Research Fellowships

1)

MDECOE Research Competition

2)

MDECOE Partnership Competition

MDECOE Research Competition

- 1) 3 units of release time for Fall 2016 or Spring 2017
- 2) As well as up to \$1000 for budgeted expenses per project if approved.

Up to five proposals will be awarded.

Collaborative proposals may be submitted with up to two faculty members requesting 3 units of release time each.

Deadline: April 4, 2016.

MDECOE Research Competition

Your submission requires uploading a:

- 1) **Maximum 5-page double-spaced narrative document**
- 2) Separate reference list
- 3) Separate budget (optional)
- 4) 200-word abstract

Blind review. Your name should not appear in the document. If you are referring to your own work, use: AUTHOR (YEAR) instead of your own name to maintain the integrity of blind review.

MDECOE Research Competition

Proposals must address the following sections in the narrative to be considered for this award.

I. Purpose. Include a statement of problem, research questions, hypothesis, and justification, including literature citations, if appropriate.

II. Methodology

Option 1. Research Plan. Include a brief description of type of study, sample, how selected, research setting, data collection methods, and data analysis methods.

Option 2. Writing for Publication Plan. Include a summary of completed research methodology findings, and justification for release time needed to complete this project. This description should include:

- Type of scholarly publication with outline of sections or chapters, if available;
- Publisher or journal commitment to your project, if applicable;
- Your role in writing/publication if submitting as a co-author;
- Current status of draft or revision; and
- Any other relevant aspects of completing this project for publication.

MDECOE Research Competition

III. Timeline/Feasibility of Completion. Identify when each step of the research or writing activities will occur during the semester of reassigned time as well as any activities prior to or after the awards.

If a collaborative proposal, please clearly indicate who from your team will be completing which tasks on the timeline.

IV. Contribution/Significance/Impact. How will your work make a significant contribution to the field? Include literature citations, if applicable.

V. Merit for Future Publications/Dissemination of Results.

Reference List (separate page)

Itemized Budget and Justification, if relevant (separate page) (Optional - up to \$1000) Provide an itemized budget indicating the breakdown of estimated costs for specific research materials and items related to your project. Budget is not part of the 5-page description limit.

MDECOE Research Competition

Examples of appropriate expenses include:

- Conference travel
- Transcription/translation service
- Research assistant(s)
- Software

MDECOE Research Competition

The sections of the research grant proposal will be weighted as follows:

- Purpose 25% (1.25 pages*)
- Methods 30% (1.5 pages*)
- Timeline/Feasibility, including budget if applicable 15% (.75 pages*)
- Contribution to the Field 10% (.5 page*)
- Merit for publication 20% (1 page*)

NOTE: Pre-tenured faculty proposals will receive priority when scores are equivalent

** These page recommendations are not in the application instructions. They are just rough guidelines suggested by Josh.*

MDECOE Partnership Competition

Six proposals will be awarded

6 units of release time for the school year 2016-2017 semester

OR

Collaborative proposals may be submitted with up to 2 faculty members requesting 6 units of release time each.

In addition proposals can include a budget for supplies and expenses up to \$1000 per project.

Deadline: April 4, 2016.

MDECOE Partnership Competition

Submission will require uploading a:

- 1) Maximum 5-page double-spaced narrative document
- 2) Letter of support from the community partner
- 3) 200 word abstract
- 4) Separate reference list, if needed –
 - ✓ show that there is a need for your research or your project; and/or
 - ✓ show that your project represents best practices
- 5) Additional 1-page itemized budget and justification, if relevant.

MDECOE Partnership Competition

The instructions for the proposal are as follows:

Attach a narrative, maximum 5 pages formatted in 12 point font and double-spaced.

References and an itemized budget and justification can be on an additional page.

Please include CSUN faculty ID number on the top right hand corner of each page to maintain blind review process.

Your name should not appear in the document. If you are referring to your own work, use: AUTHOR (YEAR) instead of your own name to maintain the integrity of blind review.

MDECOE Partnership Competition

I. Purpose.

Partnerships are mutually beneficial collaborations between MDECOE faculty and educational organizations or community groups.

Research on or evaluation of partnerships are beyond the scope of this program and more appropriate for the MDECOE Research Competition

II. Description of Partnership. Including brief description of partner.

Describe any prior relationship with the partner organization, including any prior support.

If this is a new partnership, describe the collaboration to date.

If this is an existing partnership, describe how this award will add to existing activities and why this is necessary.

MDECOE Partnership Competition

III. Timeline for Establishing and Maintaining Partnership.

For collaborative proposals only:

Roles of each collaborator

Provide a justification for time and funding for each faculty member collaborating on the proposal.

Discuss how the team will work together.

- ✓ Will meet in person or via Skype?
- ✓ Will partners serve an advisory role, or a more active role?

IV. Contribution/Significance/Impact.

Describe benefits to the University, College, Department, Program, Partner **and/or** Community.

Include the potential impact of the connections between CSUN and this community partner.

MDECOE Partnership Competition

V. Merit for New and/or Continuing Partnerships and/or Publication/Dissemination of Partnership experience

Separate Reference List (if needed)

If you are requesting \$1,000 for materials, an Itemized Budget and Justification are required.

Indicate any matching support from the partner organization.

Those submitting the budget should also request support from the partnering institution whenever possible.

MDECOE Partnership Competition

Criteria for Evaluating Proposals:

- Innovation 20% (1 page*)
- Benefit for the partner and/or community 20% (1 page*)
- Likelihood of sustained partnership* (including the level of partner support e.g. in-kind matching) 20% (1 page*)
- Benefit for college/department/program 10% (.5 page*)
- Timeliness/significance of project 10% (.5 page*)
- Feasibility of implementation, including budget if applicable 20% (1 page*) – scope should be commensurate with the budget

**These page recommendations are not in the application instructions. They are just rough guidelines suggested by Josh.*

TIPS

1) If you are applying with another faculty member for either competition, clearly delineate the roles of each faculty member:

Will the roles overlap, or will each faculty member serve wholly different functions?

Play to each's strengths, be it team building, evaluation, or report writing.

TIPS

For the Partnership Grant, you can include a letter of support from the partnering organization.

This gives you an opportunity to basically extend the narrative from the equivalent of 2.5 pages single space to 3.5 pages single spaced

Rather than just reiterate what is in the narrative, you can include a lot of info that cannot fit into the narrative. For instance:

- ✓ You can go into detail about the mission of either CSUN or the partner.
- ✓ You can go into greater detail about the partnership between CSUN/the faculty member/the project and the organization.
- ✓ You can include more info about the need for the project

Rather than just give a boilerplate “we support this project” list specifically what the role of the partner organization will be. I like this to be in the form of a bulleted list.

TIPS

With small, internal grants, the impact will be significant, but limited.

Maybe describe how this pilot will lead to a future scale-up across the department, college, university, or CSU.

Maybe identify a funder you will approach after completion for continuation funds. For instance, one successful internal proposal was for a STEAM project – a project which used arts education to teach science, technology, engineering and math. The faculty member included in his internal submission that upon completion of the internally funded project he would solicit funds from the American Honda Foundation, which gives out funding in increments ranging from 20-75K for one year. American Honda Foundation has a geographic focus of Southern California, has a special interest in STEAM funding with a history of funding other arts-focused STEM education projects.

Have your sustainability goals be reasonable. Remember, this will be after the term of the grant so there will be no funds for sustainability efforts.

Applying for an internal grant is a commitment of your time

Reasons you might invest this time:

- You have a passion for the subject matter.
- You want to improve your chances of receiving tenure.
- It is a college priority.



Problem Statement (Need Assessment)

Need is **not** what you want (time off, travel funds, research assistant).

Need is the community's needs or the gaps in research/knowledge in the field.

Methods/Activities

Why did you choose these methods?

Why do you need:

- These people
- This space
- This equipment
- These supplies
- These consultants?

Do your methods represent “best practices”?

Have you done this before with success?

Have others done it before with success?

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With this much grant money, only experiment we can do is "flip a coin"!

Timeline

Method section includes implementation timeline.

Put timeline of entire enterprise:

- Research and planning
- Implementation
- Evaluation

Evaluation

- 1) Measures quality of project
- 2) Guides future planning
- 3) Highlights areas of success and need for improvement
- 4) Increases accountability
- 5) Assures best use of funds

Sustainability/Dissemination

Dissemination can also be in the form of a book, journal articles, or conference presentation.

Plans for dissemination should be concrete, realistic, and specific.

For instance, specify:

- At which conferences you will present.
- To which journals you will submit.

If declined....

If declined, there are three ways to respond:

- 1) Get discouraged and stop applying for funding;
- 2) Disregard the reviews and resubmit essentially the same proposal, figuring maybe you'll get more intelligent reviewers next time; or
- 3) Look on it as a learning process: carefully analyze the reviewers' comments, and revise your proposal for resubmission, or, if appropriate, scrap that idea and start over with a new idea.

The third approach represents best practices.

Note: Internal grants do not provide reviewers' comments. Colleagues can serve as stand-in reviewers either before you submit, or after, to try to determine areas where your submission could be improved.

QUESTIONS?

