

MOUNTAIN WEST CENTER FOR REGIONAL STUDIES FACULTY SMALL GRANTS PROGRAM

Deadline for Submissions: Grant programs have a rolling deadline; however, the grant cycle runs from July 1 to June 30 of each year with a limited amount of funds. When the allotted funds for the year have been awarded, no more grants will be available until the following July 1.

PURPOSE OF THE PROGRAM

The Mountain West Center for Regional Studies (MWC) Faculty Small Grants program is designed to foster research, writing and creative production in and about the Intermountain West. Successful grants applications must demonstrate how the research fits with the Mountain West Center's mission of increasing our understanding of the Interior West, its land, history, and cultural groups. The program will fund grant requests up to **\$2,000** on a competitive basis for full-time, benefitted faculty members (including RCDE) of Utah State University. Funds are awarded in support of research or creative activities with preference given to those leading to submission of a journal article, book chapter, book manuscript, or (other) creative product; however, MWC will consider other forms of "publication," such as development of a documentary for public release or archival deposit of important collected materials. Small grants are not intended to fund meeting attendance or faculty salary.

Awardees are required to formally acknowledge the Mountain West Center for Regional Studies in their funded work/product, and to submit a final report on the outcome of the funded activities that includes documentation of submission to the targeted venue within one year of award, with all funds expended by this date. A copy of any work published in consequence of this grant must be provided to the Mountain West Center for their archives.

Faculty members may only be awarded one grant per grant cycle year and all requirements must be met for previous awards prior to the application of a new grant.

GENERAL MWC FACULTY SMALL GRANT PROPOSAL CRITERIA

The proposal must identify the target venue to which the applicant intends to submit their work, and outline the research or creative activity that will form the basis for that submission. Eligibility is limited to full time, benefitted faculty members. Proposals are due by electronic submission (mwc@usu.edu) and should be written to the attention of MWC Director Evelyn Funda.

PROPOSAL COMPONENTS:

Part 1 (compiled into a single document)

1. The MWC Small Grant Cover Sheet (available on website: www.mountainwest.usu.edu)
2. The proposal narrative (5 pages [12 pt. font] not including references). Please do not repeat the abstract from the cover sheet in this section and do keep in mind that the CHaSS Grant Review Panel comprises faculty members in fields very different from your own; in other words, please write your proposal for a general scholarly audience. The narrative should include:

- a description of the scholarly or creative work to be conducted in support of the final product as described above, including a discussion of the significance of the work within the applicant's discipline
- a specific discussion of how and why activities funded by the MWC Small Grant will contribute to the research/creative program of the applicant
- the faculty member's relevant previous research or creative accomplishments
- the intended publishing venue/outlet targeted for work produced and a description of how a specific venue is a good fit with the proposed work
- a short discussion of how the Small Grant funds will be spent and any matching funds secured to support the endeavor. Approved budget items include but are not limited to: travel costs to conduct research or to collaborate with scholars at another institution; travel funding to bring a collaborator to USU; graduate student support in aid of the project; funding for acquisition of or access to research materials unavailable through USU sources for research or publication purposes. *MWC Small Grants may not be used to fund or supplement faculty salary.*

3. References for in-text citations (not to exceed 2 pages)

4. Current and pending research funding page, including funding source, project title, amount, and any co-PI's for each listing. Please include the pending Small Grant proposal as the first listing.

5. Abbreviated curriculum vita (2 pages) that includes: 1) name, date, and educational background; 2) professional positions, including years; 3) a list of up to five publications or other professional products most relevant to the proposed research/project; 4) a list of up to five other publications or professional products; 5) a list of collaborators over the last five years.

Part 2 (to be submitted with Part 1, but as a separate document)

1. A budget plan, using the budget template available on the MWC website (www.mountainwest.usu.edu). Please provide a breakdown of travel costs (airfare, shuttle, per diem, and so forth). Lines can be added within various sections of budget sheet as needed.
2. A budget justification, explaining and justifying the figures in your budget. For example, if you have budgeted money for an undergraduate student, how many hours will that student work over what period and at what rate.

APPLICATION REVIEW

The CHaSS Grant Review Panel will review the proposals and make recommendations to Mountain West Center Director Evelyn Funda regarding their appropriateness and priority for support. Any questions about this grant program and its procedures may be directed to Evelyn Funda at evelyn.funda@usu.edu.

FINAL REPORT

If a proposal is funded, the principal investigator must submit the funded manuscript or other final work to the proposed venue within one year of the award or one month after project completion, whichever comes first, with a copy provided to the Mountain West Center. If this requirement is not met, the home department of the faculty member may be required to return the full amount of the award to the Mountain West Center.