

SSEA/CFI Research Fellows: Funding Application Guidelines

Description: The purpose of this program is to encourage evidence-based reflection, experimentation, and innovation toward equitable faculty/student success. Teams of fellows who have completed program requirements are eligible to apply for this grant to carry out a research project that uses already existing data and research ideas, their own research questions and/or data, or new data collection and analysis that answers important questions about equity, faculty/student success, and retention at JMU.

Application Deadline: April 12th by 5pm

Proposal Summary: Include the title of the project, start and end dates, the central research question(s), and a 200-word summary of the project.

Proposal Narrative (1000-1500 words):

- 1) Description of the project, central research question(s), and significance.
- 2) A brief rationale for the project that references any relevant literature, theory, or frameworks.
- 3) Describe research methodology including participants, data collection instruments, and modes of analysis. If secondary analysis, describe plans for analysis.

Project Timeline: Proposed start and end times, key project events and milestones. No more than 1 page and conclude by end of fall 2024 semester.

Project Team: Identify the roles, responsibilities and knowledge base of the PI, CoPI(s), and any supporting researcher(s).

Budget and Budget Justification: Provide a line-item budget for summer salaries for faculty/staff and project expenses, if needed (e.g., equipment). Justify hours for personnel.

Budget restrictions:

- Summer salary for faculty/staff (pre-paid in this fiscal year) up to \$1500/person (for approximately 60 hours of work). **Note:** depends on number of applicants.
- Research software/equipment/materials (must be purchased prior to June 7th)
- Though discouraged, exceptions may be made to purchase incentives or hire students in fall if justified and total amount requested is reasonable.

Criteria for successful proposals:

- Reasonable expectation the project will be successfully completed by the team within the proposed timeline
- Research interests are aligned with goal of equitable faculty/student success and retention
- Research interests are issues of scale for JMU or could be scaled up

- Team or individual can represent diversity across disciplines, divisions, methods, and experience

Deliverables:

- Final report summarizing findings and implementation recommendations for improving student success at JMU
- Presentation by the team at a showcase (TBD)

Completed proposals must be emailed to Paul (mabreype@jmu.edu) and Dayna (henryds@jmu.edu) by 5pm on April 12th