

ATTENTION FACULTY

Fall 2019

The Faculty Grants Committee is now soliciting proposals in the following categories:

- Research
- Publication
- Travel to Present (Single and Group Proposals)
- Special Academic Activities
- Overseas Travel to Present and Overseas Special Academic Activities
- Released Time

Fall Cycle: Sept. 1 –Dec. 31, 2019

Submission Deadline: October 1, 2019

Applications

Application forms and instructions are available on the Faculty Grants website:

<http://www.millersville.edu/facgrant/>

All application materials for each proposal must be submitted in a single PDF file by email to faculty.grants@millersville.edu by 5:00 pm, Tuesday, October 1, 2019.

--An acknowledgement email will be sent to you upon receipt of your application.

Requests for extensions will not be honored and late applications will not be accepted.

Important Information

- Past grant recipients have one year from the date they received their grant to submit final reports. In addition, please note that, per the policy “Travel Expense Regulations,” travel expense vouchers must be submitted for reimbursement within 90 days from the last date of official travel. Expenses submitted later than 90 days from the last date of official travel will not be reimbursed.
- Travel-to-Present and Special Academic Activities grant recipients do not have to file a final report.
- It is permissible to apply one cycle in advance for activities (e.g., apply in the Spring for a Summer cycle activity). It is not permissible, however, to apply retroactively (e.g., you may not apply in the Spring to fund activities that took place in the Fall cycle).
- Research grants that involve the use of human subjects must include a copy of the “Human Subjects Review Protocol Form” or a copy of a “Request for IRB Protocol Number for Pending Research Form” with the grant application. These forms are located on the Institutional Review Board website: <http://www.millersville.edu/spra/irb/index.php>
- Faculty are encouraged to submit research proposals that support our strategy to “lead in the development and adoption of experiential and innovative strategies that enhance student learning.”
- Released-Time applications are only accepted in the fall semester.

Contact

If you have any questions, please contact the committee chair:

Zhigang Han

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Email: faculty.grants@millersville.edu