

2020-21 Guidelines for FSB Faculty Research Grants

I. Eligibility

The FSB will again provide two types of summer research support: a supplement for those receiving University Summer Research Appointments (SRAs) and FSB Summer Research Grants.

Eligibility criteria for the University SRA grants are explained on the Office for the Advancement of Research and Scholarship (OARS) website. Grant guidelines and the application are available here.

In general, all tenured and tenure-track faculty in the FSB are eligible for a supplement to an SRA or an FSB Summer Research Grant. However, note these exceptions and stipulations.

- Faculty receiving FSB summer compensation through teaching a course, running a program, etc. during the summer under consideration are not eligible for FSB summer research grants.
- Faculty receiving specific FSB funding for research during the summer under consideration are not eligible for FSB summer research grants.
- Untenured faculty who are receiving summer funding as part of their employment contract are (1) eligible to apply for the University SRA and would also receive the additional financial support should an SRA be awarded; and (2) eligible to apply for an FSB Summer Research Grant, which would allow a deferral of up to one summer of agreed-upon contractual summer funding. However, deferred summer funding may not be used subsequent to promotion and tenure (co-authors could receive funding in the year that the grant is awarded). See Section IV for criteria.
- Assistant professors receiving FSB summer research grants that prohibit summer teaching and who are receiving Curriculum Development Compensation (funded by Curriculum Development Grants) may defer a portion of their summer research grants in accordance with the “FSB Summer Funding for Assistant Professors” policy.
- Individuals with other contractual arrangements with the FSB for funding during the summer under consideration are not eligible for FSB summer research grants.
- Chaired professors are not prohibited from seeking summer funding unless stated in the professorship MOU. However, note the prioritization for ranking proposals of similar quality in Section IV below.
- In the event that a member of the FSB Research Committee submits a proposal, the chair of the relevant department will choose a substitute reviewer.

If you are unsure of your eligibility, check with your department chair and/or the FSB dean’s office before applying for a grant.

II. Types of Awards

The FSB will fund two types of awards. Faculty who receive either type of award are not eligible to teach in the summer in which the award is provided.

A. Supplement for faculty receiving a University Summer Research Appointment (SRA)

For faculty who apply for and receive an SRA of \$6,200, the FSB will provide an additional \$3,800 to support the research project. Conditions for eligibility and expectations for recipients are detailed on the OARS websites listed above.

In addition to the OARS conditions, recipients of FSB SRA supplements must file a copy of the paper or a progress report with the Senior Associate Dean by the end of the Fall Semester in the year that funding is received. The report will be posted on the FSB website for other faculty to view. **Failure to adhere this condition will make the recipient ineligible for future FSB funding until the condition has been met.**

Faculty who are awarded an SRA must notify his/her Chair and the Senior Associate Dean as soon as s/he receives the information from OARS.

B. FSB Summer Research Grant

Faculty who meet the eligibility requirements in Section I and who have not received an SRA may apply for an FSB Summer Research Grant of \$10,000 (inclusive of requests of up to \$2,000 in journal submission fees, mailing, services, supplies, travel or equipment that are directly related to the proposal).

In the case of a co-authored proposal, each FSB author is eligible for a \$10,000 grant. However, expectations for the project will rise commensurately.

The chair of the Research Committee, Anne Farrell (Anne.Farrell@MiamiOH.edu) must receive an electronic copy (Word or pdf file) of the grant proposal in an attachment to an email message by 5:00 p.m. on Friday, February 5, 2021. Awards will be announced approximately one month later.

III. Proposal Guidelines.

Proposals must include all elements of all components listed in this section and must adhere to the page limit. Those that do not will not be considered for funding. If an element is not applicable, denote 'N/A' rather than omitting the requirement from the proposal

- A. Cover sheet [Maximum length: One page]
 - a. Name, rank, and department
 - b. For each FSB grant received and FSB supplement for an SRA in the past eight years:
 - i. Title
 - ii. The outcome of the project, including the stage of publication or where the project was published
 - c. List of other contractual arrangements and/or planned summer assignments and funding that would violate or potentially violate the eligibility requirements in Section I. This includes all sources of funding from Miami University, FSB, individual FSB departments, etc.

- A. Proposal with information for all of the following headings. [Maximum length: Five single-spaced pages with one-inch margins. Written clearly for business school professors across all disciplines.]
- a. Description. Describe the nature and goal of the proposed project in terms clear to those outside your discipline.
 - b. Context. Explain the background and context of the project. Compare your proposal to existing work. If your proposal breaks new ground, explain how.
 - c. Project Aptness.
 - i. Appropriateness. Why this particular project is appropriate for you to undertake at this time. Describe preparations or progress you have made or special qualifications you have that are significant to the proposal.
 - ii. Co-authorship. For co-authored projects, provide:
 1. An explicit division of labor that demonstrates the anticipated contribution of each author associated with the project (regardless of co-authors' professional affiliation and funding).
 2. Justification for supporting multiple authors who are affiliated with Miami.
 - d. Method and Work Plan. Describe the specific methods, techniques, or procedures you will use to complete the project. This must include detailed plans for all parts of the project – literature review, research design, data collection, data analysis, writing, etc.
 - e. Timeline. Provide an explicit timeline with projected start and end dates for each phase of the project. The work to be done during the summer may be part of a larger project that will take longer than one summer to complete. The timeline should indicate what parts of the project are to be completed during the summer to be funded.
 - f. Communication of completed activity. Explain how the results of your work will be made accessible to a wider audience and your targeted outlets for feedback, presentations and publication.
 - g. Other sources of funding related to the project. Include funding received, currently being sought, or anticipated additional funding for later stages of the project for you or your co-authors.
 - h. (optional) If you are requesting that a portion of the \$10,000 grant be applied to submission fees, mailing, services, supplies, travel, or equipment that are directly related to the proposal, include a detailed budget and justification for each line item. Staff in FSB Information Technology will review requests for computer hardware or software. Maximum of \$2,000 in total for all items in the budget.
 - i.
- B. Reference list [Maximum length: One page]. List literature cited in the proposal or a selected bibliography of relevant literature.
- C. (optional) Technical appendix [Maximum length: Three pages]. Include if, in your judgment, the methodology employed in your proposal requires additional elaboration.
- D. Current curriculum vitae.

IV. Criteria for Evaluation of Proposals

The FSB Research Committee will evaluate the proposals and make a recommendation to the Dean's Office, based on (1) the funding available to award grants, and (2) the quality of proposals recommended.

With respect to funding, up to six \$10,000 grants (inclusive of any amounts listed in III.B.h) can be awarded, provided there are a sufficient number of proposals that meet the criteria for quality described in this section.

With respect to quality, the following criteria will be used by the FSB Research Committee in their review of the proposals. The ordering of this criteria generally reflects their relative importance for consideration. Note that the quality (or lack thereof) of the written proposal is a reflection of the perceived value of the research grant to the faculty member, particularly when there are significant number of proposals to evaluate.

1. The likelihood of the project's outcome to be eventually worthy of a publication considered by the faculty member's department as a "top-tier" academic, peer-reviewed publication.
2. The feasibility of the project and likelihood that the project will be completed and communicated in a timely fashion.
3. Evidence of adequate familiarity with prior work in the area. This could include how this fits the applicant's current research stream or how it will represent a new area of research that complements the applicant's body of research.
4. The soundness of the methods proposed.
5. Evidence that supports the likelihood of the project being successfully completed, such as the applicant's recent track record with respect to scholarly activity or steps taken by the applicant to prepare to undertake the project.
6. The understandability of the proposal by non-specialists in the proposed area of research.
7. The potential impact of the project on academic literature, business practices, or teaching.
8. For those who received a FSB Summer Research Grant or a Supplement to a University Summer Research Appointment in the past eight years, evidence of completion and a description of the outcome.

Funding decisions for research grants of similar merit will be assigned according to faculty categories in the following priority order.

1. Untenured assistant professors who no longer receive summer research support.
2. Associate professors eligible for summer funding.
3. Full professors eligible for summer funding.
4. Chaired full professors eligible for summer funding.
5. Untenured assistant professors who are seeking to defer FSB summer funding.

Should there not be a sufficient number of proposals that the committee deems worthy of an FSB Summer Research Grant, the remaining amounts will not be awarded.

V. Conditions for Receipt of Funding

Those who receive FSB Summer Research Grants must agree to the following conditions. [Conditions for those who receive FSB Supplements to SRAs are in Section II.A.]

- A. The recipient must remain on the Miami University faculty in the academic year following the summer of the award.
- B. Recipients must agree to devote a minimum of six (6) weeks of full-time effort or 12 weeks of half-time effort to the project during the 12-week summer period starting Tuesday, May 18, 2021 and ending Saturday, August 7, 2021 (specific dates subject to change). At the time the summer contract is written, recipients must specify the exact dates they will work on the project.
- C. Total summer compensation must adhere to University guidelines, and as such may not exceed one third of an individual's nine-month contract. All other eligibility conditions outlined in Section I must be met.
- D. Grant recipients will file a report with the Senior Associate Dean by the end of the Fall Semester in the year that funding is received. The report will be posted on the FSB Website for other faculty to view.
- E. Grant recipients must acknowledge financial support from the FSB for any publications resulting from the grant.
- F. The proposals of successful applicants will be made available for review by potential applicants in subsequent years through the office of the Senior Associate Dean.
- G. Failure to adhere to the above conditions will make the recipient ineligible for future FSB funding until all conditions have been met.