

## **SIUE EMERITI FACULTY ASSOCIATION**

### **Request for Proposals**

The Emeriti Faculty Association, founded in 2013, has among its purposes the development and enrichment of SIUE faculty in order to strengthen the academic quality and reputation of the University. An Emeriti Faculty Fund has been established to initiate an annual Awards Competition that will provide SIUE faculty with project support that is not at present funded elsewhere in the University. Proposals are requested from SIUE tenured and tenure-track faculty for projects that strengthen the academic quality of programs and the University.

**Eligibility:** SIUE tenured and tenure-track faculty are eligible to apply to the Emeriti Faculty Fund.

Eligible Activities include, but are not restricted to, the following:

- departmental colloquia series that involves recognized outside experts (speaker series, workshops, etc.)
- curricular development (disciplinary or interdisciplinary)
- faculty exchanges, including international exchanges
- scholar-in-residence programs.

**Funding:** Cost sharing with University units and/or third parties is encouraged. Though not required, such sharing will be considered by the Awards Committee and the Board of the Emeriti Faculty Association. Proposals may request a maximum of \$5000. If the applicant has no other sources of funds, awards will rarely exceed \$2000.

**Ineligible Activities:** These include activities supported elsewhere in the University, such as research, development of teaching skills, and individual professional development.

**Deadline:** Proposals are due by 4:30 p.m. on **the third Monday in March.**

**Application:** Please use the following guidelines

- Cover Sheet (the cover form attached)
- Abstract of Project (150 words or less)
- Project Narrative (three to five pages, double-spaced, 12 point font), including
  - Introduction
  - Description of Project's Goals and Activities
  - Description of Project's Potential Impact upon the Academic Program(s)
  - Project's Proposed Timeline (must be concluded before June 1 of the following year)
  - Proposed Itemized Budget (including sources of funding, if any, other than the Emeriti Faculty Association)

- Letters of Support from Department Chair and Dean; if interdisciplinary proposal, from Chairs and Deans of participating academic units.
- Letter of Support from any external sponsor/donor

**Submission:** Proposals must be submitted electronically to [EmeritiFacultyAssociation@siue.edu](mailto:EmeritiFacultyAssociation@siue.edu).

**Final Report:** Projects should be for one year and recipients are expected to make a short presentation at the annual Emeriti Faculty Association meeting.

**APPLICATION EMERITI FACULTY ASSOCIATION  
Proposal Application**

**Applicant Name and Title:**

**Department:**

**E-mail Address:**

**Name of Project/Program:**

**Date of Project/Program:**

**Amount Requested:**

**Amount Cost Sharing:**

**Applicant Agreement:**

- If requested, I agree to present a brief summary of the proposed project/program to the Awards Committee during the selection process and to be prepared to answer questions committee members may ask.
- If awarded, I agree to:
  - provide a final report by June 1 immediately following the project period, including a description of project outcome and goals achieved, a listing of all activities/programs, and an itemized listing of funds expended
  - send a representative or representatives to the Emeriti Faculty Association Annual Meeting.

**Signatures:**

Project Director:

Date:

Department Chair:

Date:

Dean:

Date: