Overview

The College of Applied Science and Technology supports faculty in the development and submission of external grant proposals seeking substantial funds. The program allows a faculty member to be reassigned from duties associated with teaching one three-hour course (25% reassignment) during either the fall semester or spring semester. Reassigned time can be awarded, via a competitive process, to up to three faculty members each semester. The Dean of CAST identifies the recipients following consultation with relevant Department Chairs/School Directors, the Associate Dean for Research and the College Research Committee. The grant must be submitted through the ISU office of Research and Sponsored Programs by the date identified in the application, or the faculty member will not be eligible for future grant writing support.

Eligibility

All tenured faculty are eligible, with new grant-writers given priority. An individual can only be provided reassigned time from this program for one semester per academic year, and only one member of a research/project team can be funded at a time. Individuals previously awarded reassigned time who failed to submit a grant remain ineligible for another award.

Time Frame

Application Deadline:
- Fall 2009: February 26, 2009
- Spring 2010: March 27, 2010 (note earlier deadline)
- Fall 2010: September 25, 2009 (note earlier deadline)

Recipient Announcement: within one month of application deadline
External Grant Submission Deadline: Negotiable

Application Materials and Procedures

An application consists of a Microsoft Word file submitted by the head of an academic unit (email submission represents assurance by the head that the logistics of the proposed reassigned time been considered within the academic unit), sent as an email attachment to smccaw@ilstu.edu by the deadlines. The email must have as the subject line Ext Grant Dev App <applicant name>, and the attached word file should also be named after the applicant.

Use the following Word template to submit an application.
Application
CAST External Grant Development Program

Please complete ALL sections of the application

Applicant Name:
Academic Rank:
Academic Unit:
ULID:
Office Phone:
Semester Applied For:
Title of Expected Grant:
Name and web address of proposed granting agency:
Deadline of application:
Expected budget (do not include overhead)

**Narrative** (single-spaced, twelve point font, one inch margins, no longer than four pages) **complete all sections:**

- nature of the project proposed for external funding support (goals, objectives, significance/possible impact; procedures, support services at ISU that would be needed, and time frame as currently, perhaps roughly, conceived)

- grant opportunity being pursued (e.g., name of funding source, priorities of funding source, name of program, funding cycle and specified deadline for opportunity being pursued, average award amount of funding)

- amount of funding the applicant would pursue from the source of funding and a brief explanation of uses for such funding

- applicant’s sense of the suitability/match of funding opportunity with the applicant’s research, teaching, and/or other professional interests and experiences

- description of any contacts the applicant has thus far had with the source of funding (e.g., communication with program director)

- applicant’s sense of the likelihood of funding and the basis for such perceptions

**Briefly (one paragraph) describe how your reassigned time from teaching will be covered in your academic unit:**

**Briefly (one paragraph) describe how your prior scholarship (publications, presentations, grants) is relevant to the proposed grant writing effort. Attach your curriculum vitae to the end of this document.**