

Faculty Travel Grant Program

Purpose

The goal of the Faculty Travel Grant Program is to support the professional development of Slippery Rock University faculty members by providing funds to present the results of their research or creative activity at professional conferences or artistic venues, in line with Pillar 2 of our strategic plan (Academic Discovery and Human Growth). This program prioritizes professional travel that supports dissemination of scholarly and creative activities that are aligned with multiple aspects of a faculty member's professional development and that will have a strong impact on student success at SRU. Presentation of both disciplinary research and discipline-based educational/pedagogical research will be supported.

Nature of Support

Through this program, the university will provide faculty members up to \$1500 in travel support for disseminating the results of significant, novel, and impactful scholarly and creative endeavors. Awarded funds are separate from and in addition to the standard professional development allocation provided to all tenure-track faculty through their department budget. It is anticipated (but not required) that these two funding sources will be used together to support a single major presentation.

Program Restrictions

Applicants must hold a full-time tenured or tenure-track faculty position at Slippery Rock University at the time the travel occurs. Full-time temporary faculty will only be considered in exceptional circumstances and with special permission from the provost. Retired or retiring faculty are not eligible for this funding after their last regular semester under contract. Faculty on sabbatical are eligible only if the requested travel is integral to an approved project proposal.

The program will only support the travel costs of the faculty member who is presenting the work. It will not support the costs for co-authors, regardless of affiliation. In special cases (such as duet performances) this limitation may be waived by the faculty committee and/or provost, but it is the responsibility of the applicants in such cases to provide a clear and compelling justification for such an exception when the application is submitted. Co-authors should not have the same written explanations for the four sections of the Rationale. Specific and unique answers to each of the questions must be provided.

Each faculty member is limited to funding from this program for one trip per year. In certain circumstances, an individual may be able to attend two meetings on a single trip, but this program is primarily designed to fund only one meeting per year. Depending on the number of requests and the funding available, the committee may give priority to applicants who have not recently received support from the program.

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Eligible Venues and Types of Presentations

The program will support travel to present an individual's work at a variety of venues that are regularly scheduled and of national or international scope. These venues include regular or annual meetings of a national or international professional society (usually defined as an organization that collects dues, has elected officers, and may have published journals or other outlets for scholarly work). Other acceptable venues would include meetings sponsored by a government agency or industrial society if the meetings are of an academic nature and take place regularly (e.g., annually or biennially); juried competitions of a national or international scope that are held regularly; and invited performances at regularly occurring meetings/festivals. A presentation or series of presentations at other universities, museums, or institutions (i.e., an invited lecture or lecture series) is not considered an eligible venue.

The program will only support presentation of new (or substantially new) research or creative activity. Requests to repeat a presentation in a different venue will not be supported, nor will requests to attend a conference or otherwise eligible venue for any reason other than the presentation of novel scholarly or creative results.

It is the responsibility of the applicant to demonstrate that the venue and type of presentation fall within the guidelines of the program. Questions about eligibility should be addressed to the co-chairs of the Faculty Professional Development Committee, which has been charged with the administration of this program. If the committee cannot resolve a question about whether a particular venue or type of presentation is appropriate for this program, it will be referred to the provost for a final decision.

Application Requirements

Apply for funding through the **Application Form**, found on the Office of Grants, Research and Sponsored Programs web site. All required fields must be completed. If the committee determines that required information was not supplied, the application will not be funded, so applicants should take care to ensure that the application is complete.

Applications can be submitted once you are invited to present/perform/etc. It is your responsibility to ensure that the application and all supporting materials are complete and clear. The faculty committee will reject incomplete and/or late applications without further consideration. Questions concerning necessary information and supporting materials should be addressed to the co-chairs of the Faculty Professional Development Committee.

Consistent with SRU policy, the program will only cover the most economical and practical transportation, hotel, meals/per diem, and conference registration costs. The Faculty

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Professional Development Committee or provost may reject or partially fund an application if the projected costs are deemed excessive.

If the applicant is requesting an exception to any of the program requirements or restrictions, they must explain the request when the proposal is submitted.

Budget limitations in any academic year may require more stringent criteria for support. The applicant must list any support received from this program in the last three academic years. The committee and/or provost may prorate each approved applicant's request based on the total funds requested and the amount of funds available.

Notification of Award

Applicants will typically be notified of funding decisions within two weeks of the application submission.

Terms and Conditions

Once an application has been approved, no substantive changes in presentation, venue, or budget will be allowed without written approval from the provost's office.

A final report detailing the outcomes, including (completed) campus dissemination, must be submitted to the Office of Grants, Research, and Sponsored Program within one month of completion of travel, or within one month of the start of the next regular term if the travel occurred over summer. Failure to submit a completed report, or failure to comply with program requirements will result in the faculty member being deemed ineligible for funding for the next four application rounds.

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Evaluation Criteria

Applications will be evaluated based on the following criteria:

- Impact of proposed travel on SRU student success (40%)
 - The award level is approximately equal to the tuition and fees an in-state student spends on a 3-credit course. How does this expenditure lead to greater student success?
- Alignment of scholarly/creative project with faculty member's professional development in teaching and/or service (30%)
 - Explain the synergistic impact of this scholarship/creative project on your growth in the areas of teaching and/or service
- Impact of proposed travel on faculty member's scholarly/creative growth (20%)
 - Is this new work being presented, or has similar work been presented previously?
 - Explanation of how this work builds on past scholarship/creative activity, and how it will lead to future scholarship/creative activity.
- Campus dissemination plan (10%)
 - How will the benefits of this travel support be shared with the campus community?
- Exceptions (only if applicable)
 - Did the applicant provide a clear, compelling reason to explain how co-authors contributed different parts of the presentation?
- Prior support (only considered if insufficient budget to fund all meritorious requests)
 - Has the applicant received support from this program within the past three years?
 - What were the outcomes of prior support under this program (not limited to past three years)?