Bucknell Institute for Public Policy
Proposal Guidelines for Scholarly and Curriculum Development Grants
Application Deadline: Monday, April 18, 2016

The Bucknell Institute for Public Policy is committed to supporting faculty development and scholarship related to public policy. To advance these ends, the Institute offers grants to full-time faculty for: (1) Scholarly research projects and (2) curriculum development projects.

Types of projects

1. Research Proposal: Faculty will be funded to pursue research that contributes to policy related projects.
2. Curriculum Proposal: Faculty will be funded to support creation or revision of courses to be taught in 2016/2017. Curriculum grants are intended to assist faculty in developing or expanding their expertise for the purpose of creating a new course or revising an existing course that relates to public policy.

ELIGIBILITY

All full-time faculty who have an affiliation with the University, and who are expected to continue, are eligible to apply. Previous recipients of BIPP grants may apply; however, those individuals funded in the previous year will have lower priority for funding in the current year.

Team proposals are eligible as long as at least one faculty member is centrally involved. Teams may include professional and classified staff, students, and others.

Faculty members who have received a CCC grant, a Scholarly Development Grant, a Curriculum Development Grant, or a Faculty Project Grant for the summer of 2016 are not eligible to use these grant funds for pay. It is expected that the majority of the funded portion of the work will be completed during the summer of 2016. A faculty member may submit more than one proposal, but at most one will be funded.

FUNDING

Grants will be awarded on a competitive basis. The maximum stipend for a BIPP Scholarly Research or Curriculum Development Grant is $4000; however, individual or team project funding may vary based on the number of proposals submitted and the funds available. Funds for scholarly development may be requested in the form of a summer stipend and/or as a tax-free reimbursement account for professional expenses associated with the scholarly project.
PROCEDURE

Prepare a full proposal that responds to the guidelines below. The full proposal should include a signed cover sheet, an abstract, a description of the project, a budget, a bibliography, and current curriculum vitae for each applicant. These items should be submitted in electronic format to Meg Martin: mcm039@bucknell.edu by Monday, April 18, 2016.

GUIDELINES FOR RESEARCH PROPOSALS

In order to be considered, each proposal must have the following parts:

1. A description of the project (a maximum of two double-spaced pages). The proposal should present a rationale for the work, describe the proposed project, and state the objectives. The proposal should explain the methodology or the procedure for accomplishing the work. The proposal should indicate a plan for the results of the proposed work, such as the outline of a book, the production of an article, or the description of a new or revised syllabus. Finally, the proposal should explain the connection between the project and a specific area of public policy or to general methods and questions involving public policy.

2. Submit a budget and indicate any past support received for this project, and the amount and source of any other funding being currently sought.

3. A bibliography of relevant material.

4. A current Vitae for each participant.

5. If the research involves human subjects, note your compliance with requirements for such research.

GUIDELINES FOR CURRICULUM PROPOSAL

In order to be considered, each proposal must have the following parts:

1. Explain how a curricular grant will develop or expand your expertise in relation to the development of a new course or the revision of an existing course. Be sure to indicate: when the course will be taught in 2016-2017; the frequency of its offering in the future; and the number of faculty who will be involved.

2. Describe the learning outcomes (what students will understand and be able to do) of the course and how they relate to public policy and/or the goals of BIPP.

3. Indicate clearly the reading and other course preparation work you plan to do in the funded period.

4. Explain how the new or revised course(s) fit(s) into your department’s or University curriculum planning objectives.

REVIEW CRITERIA FOR PROPOSALS

1. Suitability of the project to BIPP goals.

2. Contribution and significance of the project.

3. Clarity of the rationale and the objectives.
4. Feasibility of the research or curricular development effort.

5. Indication of expected results: course(s), publication, or other effects.

END-OF-GRANT RESPONSIBILITIES

At the end of the funded project, all grant recipients are required to submit a descriptive assessment of their summer activity to the Director or Co-Directors of the Institute. Faculty awarded research grants should notify BIPP of papers read or material published, acknowledge BIPP’s support in the resulting publications, and supply BIPP with a copy of those publications. Finally, grant recipients may be asked to speak at a BIPP function.

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