**OBJECTIVE**
These grants are intended primarily to support the scholarly and professional development of faculty in tenure-track and continuing positions. Scholarly development grants are not intended to be used in conjunction with either a sabbatical or untenured faculty leave. Summer activity proposed either immediately preceding or immediately following a leave must have a clearly different focus and objective. In general, these proposals will be considered only after other submissions have been reviewed. The stipend for 2008 scholarly development grants is $4000.

**ELIGIBILITY**
Untenured faculty may be awarded scholarly development stipends every second year; tenured faculty every third year. Faculty in the last year of an appointment are not eligible. When sufficient funds are available, proposals from temporary members of the faculty who will be returning to the University for a complete academic year will be considered.

**EVALUATION OF PROPOSALS**
In evaluating the merit of proposals, the Committee will consider first and foremost the quality of the proposal and the part the proposed activity plays in the applicant's professional and intellectual development. Also, the Committee will consider any expenses associated with the project without which the proposed work could not be completed. Funds for scholarly development may be requested as a summer stipend and/or as a tax-free reimbursement account for professional expenses associated with the scholarly project.

Recipients are expected to commit themselves to their project for a minimum of two months of the summer and may not accept other employment during the period being supported by the grant. (Other employment includes summer school, contractual or other grant stipends. If an individual has already agreed to teach summer school, s/he cannot accept a summer grant unless a replacement instructor for summer school course[s] has been arranged with the approval of the department chair/program director and the Director of Summer School.) Exceptions (such as sponsoring a student Independent Study during the summer) will be considered and should be brought to the attention of the Associate Dean of Faculty.

The Committee encourages applicants to investigate outside opportunities for funding but does not wish to exclude those projects for which no external funding agency exists or those projects which may not be suitable for external support. Potential applicants are urged to consult with the Committee chair, appropriate Dean, or the Director of Corporate and Foundation Relations for assistance. If an outside grant is obtained, an equivalent portion of the scholarly development grant is to be returned to the University.

These grants are competitive; thus submission of a proposal does not ensure an award.

Recipients are to submit a descriptive assessment of their summer activity to the Faculty Development Committee, addressed to the committee chair and to their Associate Dean, by the beginning of the Fall 2008 semester.
PROCEDURE
Applicants should describe the project in a form intelligible to the non-specialist. Limit the body of the proposal to four (4) pages (12 point font, reasonable margins), although appendices may be attached when appropriate. Eleven (11) copies of the application for a scholarly development grant are to be submitted to the chair or director of the applicant's department or program. A letter of endorsement from the department chair/program director, which assesses the importance of the project, should be attached to each copy of the proposal. Department chairs/Program directors who are themselves applying, should ask a colleague to write this letter. Applicants are strongly encouraged to submit the proposal to the chair/director (or faculty member writing this letter) at least five working days before the deadline so that s/he may write an informed letter of endorsement.

The chair/director is to forward 10 copies of the application to the Office of the Provost no later than the proposal deadline.

APPLICATION GUIDELINES
Each application must include the four components described below:

1. A copy of the attached cover sheet;

2. A current curriculum vitae;

3. A proposal (up to 4 pages) containing the following information in differentiated sections:
   a. **Description**: Describe the project and expected outcome in a form intelligible to the non-specialist. In no case should a proposal consist of simply a cover letter attached to a proposal to an outside agency.
   b. **Rationale**: Provide a rationale for the project, including its scholarly significance in the context of the discipline or interdisciplinary area. Include a statement of the value of the proposed work to the applicant's professional development, placing the project in the context of the applicant's past and future scholarship and development as a teacher.
   c. **Work plan and outcomes**: Outline a work plan or procedure and likely timetable along with expected outcomes.
   d. **Budget**: Briefly describe how the $4000 in funding would be used in completing your proposed scholarly project.

4. A statement concerning your efforts to obtain external funding for this project or an explanation of why this effort has not been made. (Provisional faculty in their first year of employment as an instructor or assistant professor at Bucknell are exempted from this requirement.)

Please review your proposal carefully prior to submission. Applications which do not meet the above guidelines (eligibility, procedure and format) will not be considered. Address questions to the Chair of the Faculty Development Committee.
Faculty Development Committee

SCHOLARLY DEVELOPMENT GRANTS

COVER SHEET

Name___________________________________ Department_____________________________________

Telephone________________________________ Year of first Bucknell appointment____________

Give title or a short description of your project:

Please list any previous Bucknell grants applied for. Indicate year of application and indicate whether proposal was funded. Include any previous and upcoming sabbaticals or UTFL's.

Did you agree to teach summer school? _______Yes  _______No

______________________________________________   _____________________________________
(Signature)                                     Date of this application

Please submit eleven copies of this cover sheet and your proposal to your department chair or program director for forwarding of ten copies to the Office of the Provost.