



2020/2021
Faculty Scholarship and Research Award
Classroom Based Research Experiences Award
Grant Proposal Guidelines

Description

Research and teaching are usually viewed as distinct scholarly endeavors. And yet, there is compelling evidence that incorporating authentic research activities into classroom teaching benefits both students and faculty. The Pace University Office of Research is offering grants for innovative ideas to incorporate original, authentic research projects into the undergraduate or graduate curriculum. For the purposes of this competition, *authentic research is defined as a plan for seeking answers to a research question for which the outcome is unknown*. The research question should be based on the expertise of the PI, and should involve the development of new avenues of inquiry. Projects can be implemented in new or existing courses but must incorporate a researchable aim. Proposals are welcome from all disciplines.

Proposals should articulate the project's driving research question(s) and how it will be operationalized in a course-based context. Awardees are expected to implement their classroom-based research designs in the Fall or Spring semesters of the 2021/2022 academic year. Proposals must include a section that identifies anticipated student learning outcomes and how they will be assessed.

More information on designing and implementing research in the classroom can be found in a recent report from the National Academies Press, which can be downloaded without cost here: <http://www.nap.edu/catalog/21851/integrating-discovery-based-research-into-the-undergraduate-curriculum-report-of>

More information on classroom-based research experiences can also be found here: <https://serc.carleton.edu/curennet/index.html>

Three to four grants of up to **\$5,000** (placed in a Scholarly Research Account) will be awarded. The funds can be used for course release (upon college approval), summer salary and/or research supplies. Applications are encouraged from full-time faculty in any discipline and across all schools.

The deadline for proposal submission is Friday, March 12, 2021 at 5pm.

Instructions for Application Preparation – please use the proposal template below starting on page 3.

Eligibility

- Only full-time clinical, tenure-track or tenured faculty are eligible to apply.
- A faculty member may submit only *one* proposal to the Classroom Based Research Experiences Award
- Applications are invited from faculty members in any discipline.



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- Previous Classroom-Based Research Experiences Award winners are not eligible to apply.

1. Proposal Format

Each proposal must be a maximum of 6 pages (single spaced, 12 pt. font, one-inch margins).

A. Signature Page (one page)

Please ensure this page is signed by you, your Chair and also the Dean.

B. Title Page and Summary (one page)

Project title, your name and school, and a 200-word summary of the research question(s) under study

C. Project Description (three pages)

(i) Contribution of the project to the field of study/discipline. Describe research questions and their significance.

(ii) The method(s) by which the research question will be tackled by students in a classroom setting or curricular context. Explain how and why the design is appropriate for undergraduate or graduate education. For example, how does it align to their needs, talents and interests?

(iii) Implementation timeline specifying how the research aspect/project will be integrated into the course.

(iv) Assessment of the project's impact on student learning (e.g. surveys of student attitudes to research or assessment of learning, etc). In addition to answering the proposed research questions, what will students know and be able to do upon completion of the course?

D. Budget (one page)

Use the template provided on page 8 to briefly describe your budget and justify the expenses requested. You can request course released time, summer salary, materials/supplies or graduate assistant stipends etc.

E. Additional Required Information (not included in 5-page limit)

(i) Citations can be added on a separate page(s)

(ii) Current and Pending funding

(iii) Append a biosketch.



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2. Proposal Submission

Proposals must be submitted via our [online submission system](#) as a **single PDF** and contain the following:

1. Signature Page
2. Title Page
3. Project Description
4. Budget and budget justification
5. Additional Required information (citations, biosketch and current and pending grants)

3. Proposal Review and Evaluative Criteria

Applications will be evaluated on the basis of the following merit criteria:

- Contribution of the project to the field of study/discipline.
- The method(s) by which the research question will be tackled in a classroom.
- Implementation timeline specifying how the research aspect/project will be integrated into the course.
- Assessment of the project's impact on student learning

We anticipate that the awards will be made by May 2021 and that awardees should plan on implementing their curricular idea in the classroom in the Fall or Spring semesters of the 2021/2022 academic year.



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SIGNATURE PAGE

A. Signature page: All proposals submitted as part of the Faculty Research and Scholarship Funding Opportunity must have this signature page completed. The PI should sign this page and the CoPI (if any) should sign the following page.

Title of Proposal:

Pace School/College

Department:

Principal Investigator

Name:

Signature: _____ Date: _____

Department Chair

Name:

Signature: _____ Date: _____

Dean

Name:

Signature: _____ Date: _____



Collaborators: (last name, first name) and (last name, first name)

CoPI should sign on this page. If there is more than one CoPI, please duplicate this page.

Title of Proposal:

Pace School/College:

Department:

Co-Principal Investigator

Name:

Signature: _____ Date: _____

Department Chair

Name:

Signature: _____ Date: _____

Dean

Name:

Signature: _____ Date: _____



Collaborators: (last name, first name) and (last name, first name)

B. Project Title Page and Summary (one page):

- Project title
- PI name
- 200-word abstract



Collaborators: (last name, first name) and (last name, first name)

C. Project Description (three pages)

(i) Contribution of the project to the field of study/discipline. Describe research questions and their significance.

(ii) The method(s) by which the research question will be tackled by students in a classroom setting or curricular context. Explain how and why the design is appropriate for undergraduate or graduate education. For example, how does it align to their needs, talents and interests?

(iii) Implementation timeline specifying how the research aspect/project will be integrated into the course.

(iv) Assessment of the project's impact on student learning (e.g. surveys of student attitudes to research or assessment of learning, etc). In addition to answering the proposed research questions, what will students know and be able to do upon completion of the course?



Collaborators: (last name, first name) and (last name, first name)

D. Budget (one page)

You can request course released time (at adjunct rates, with approval from your Chair and Dean), summer salary, materials/supplies or graduate assistant stipends etc. Please use this form and justify all expenses requested. The total request must not exceed \$5,000.

Item	Amount	Fringe Benefits*	Total
Supplies			
Research Assistant			
Course Release**			
Travel			
Other***			

*Fringe on summer salary is 8.44%

Fringe on part-time research assistants is 14.32%

**Course release may be requested at adjunct rates. Please include any applicable fringe benefits.

***please describe in budget justification, if requested

Budget Justification (use the rest of this page only)



Collaborators: (last name, first name) and (last name, first name)

E. Additional Required Information (not included in the 5-page limit)

(i) Citations can be added on a separate page(s)

(ii) Current and Pending funding

If you have grant support please describe it briefly here. If you recently applied for a grant then please describe that as well. If you have neither, state 'none'.

(iii) Append a biosketch for each collaborator using the template on the next page.



Collaborators: (last name, first name) and (last name, first name)

BIOSKETCH

Provide current 2-page biosketch in NSF format, or complete the following form (no more than 2 pages).

Name: Rank:
Department School:

Telephone:
Email:

Education: (bachelors and above, include dates)

Academic and professional recognition: (awards, invited talks at conferences, service on committees of societies, editorships of journals, etc.)

Research history: List five most recent publications/books/performances or other significant scholarly achievements.

Synergistic activities: Include service such as review committees; community outreach, broadening participation of undergraduates in research etc.

Educational and training experience (last five years only): List PhD students (active and graduated), Master's students, mentoring of undergraduate students, special teaching activities and curriculum development activities.



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Checklist

Proposals must be submitted **as a single PDF** and contain the following:

- Signature Page(s)
- 1-page Title Page and Summary
- 3-page project description
- 1-page budget and budget justification
- Additional pages including citations, current/pending funding and biosketches

**Each complete proposal must be uploaded as a single PDF onto our online submission site by
Friday, March 12, 2021 at 5pm.**

<https://bit.ly/cbre-submission-form>

Questions?

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