

SUNY CORTLAND
2020-2021 Faculty Research Program Application
Humanities, Arts and Performing Arts

THE FACULTY RESEARCH PROGRAM (FRP) is designed to promote research among all full-time, tenure-track, teaching faculty and professional staff. Research is encouraged on the premise that active inquiry in one's field fosters excellence. Firsthand involvement in current problems and methods of inquiry benefits all students, particularly those who go on to graduate school. The FRP provides seed money for projects that are new and likely to lead to future funded research. Awards may be used for personal compensation and/or undergraduate research support. Faculty compensation is payable during summer only.

Name of Applicant: _____ Period of Performance: _____

Department: _____ Telephone Extension: _____

Title of Project: _____

Signature of Applicant: _____ Date: _____

Signature of Department Chair: _____ Date: _____

Signature of Dean: _____ Date: _____

Applications are due in RSPO, Miller Building, Room 206 by:
Friday, March 13, 2020

Projects must be completed by June 30, 2021.

A complete 2020-2021 FRP application will contain the following in this order:

- * Application completed and signed by the Applicant, Department Chair, and Dean (Page 1 of 5).
- * Budget Page (Page 2 of 5).
- * Signed Application Agreement (Page 3 of 5).
- * Signed FRP Application Checklist (Page 4 of 5).
- * Project Abstract of up to 200 words in language understandable to an informed layperson.
- * Curriculum Vitae (maximum of two pages).
- * Narrative, including all six sections specified in Section E. 2. c. of the FRP guidelines (2-3 pages).
- * References cited page (listing complete citations only for those references cited in the narrative text)
- * Any other applicable attachments specified on the checklist.

The College Research Committee reserves the right to reject incomplete or late applications

SUNY CORTLAND
2020-2021 Faculty Research Program (FRP)
Budget Page

Proposed budget. Itemize all projected expenditures in detail up to \$3,000. All funds must be expended between July 1, 2020 and June 30, 2021 unless otherwise approved in writing by the Research and Sponsored Programs Office. Please note that approval of funds for travel reimbursement will be strictly confined to travel that is clearly and directly related to and necessary for the research enterprise itself (as opposed, for example, to the dissemination of findings).

A) Faculty Personal Compensation; include fringe benefits in Section C:

B) Student Salaries (Undergraduates: at least \$12.00 per hour; Graduates: at least \$14.00 per hour; include fringe benefits in Section C):

C) Fringe Benefits (Faculty: 15.0%; Undergraduates: 5.0%; Graduates: 16.0%):

D) Other:

1) Other Personnel Services (one-time payments for consultants, transcriptions, etc.; please contact RSPO for appropriate documentation requirements):

2) Travel (itemize travel, meals, lodging, etc.):

3) Supplies and materials:

4) Other:

GRAND TOTAL REQUESTED \$ _____

APPLICATION AGREEMENT
BETWEEN
2020-2021 FACULTY RESEARCH PROGRAM APPLICANT
AND
THE STATE UNIVERSITY OF NEW YORK COLLEGE AT CORTLAND
COLLEGE RESEARCH COMMITTEE

The applicant understands, agrees and certifies:

1. That the State University of New York College at Cortland College Research Committee in coordination with the Research and Sponsored Programs Office may revoke this award in whole or in part at any time if the recipient's relationship with the College ceases to exist, provided that such revocation shall not apply to any award funds obligated prior to the revocation date if such obligations were made solely for the purposes set forth in this application.
2. That the applicant has read and accepts the terms and conditions of this program as stated in this 2020-2021 Faculty Research Program (FRP) Application and in the 2020-2021 FRP guidelines, including all applicable requirements of the Institutional Review Board and the Institutional Animal Care and Use Committee.
3. That the applicant will assure that any funds granted as a result of this application shall be expended solely for the purposes set forth in this application, and any funds not expended upon completion of the project or on the termination date of the award (whichever is earlier) shall revert back to the Research and Sponsored Programs Office.
4. That the applicant will secure advance written approval of the Research and Sponsored Programs Office prior to implementing any major changes in the project budget or scope of work as approved by the College Research Committee.
5. That all project activities and expenditures (other than preparing proposals for external funding to continue project research efforts and completing required reports) shall occur during the period July 1, 2020 through June 30, 2021 unless otherwise specifically authorized in writing by the Research and Sponsored Programs Office. Any such authorization shall not extend the end date of a 2020-2021 Faculty Research Program Award beyond June 30, 2021.

APPLICANT SIGNATURE

DATE

SUNY CORTLAND

2020-2021 Faculty Research Program (FRP) Application Checklist

Please verify a complete application by checking each item below as applicable. My application includes . . .

- 1. . . . my completed application.
 - 2. . . . my abstract of no more than 200 words understandable to an informed layperson.
 - 3. . . . my narrative including each sub-header specified in Section E. 2. c. of the FRP guidelines.
 - 4. . . . references I've cited (i.e., bibliographical references to works cited in my narrative).
 - 5. . . . my budget page (including an attached sheet explaining supplies exceeding \$500).
 - 6. . . . my signed Application Agreement with the College Research Committee.
 - 7. . . . my two-page curriculum vitae.
 - 8. . . . my signed Application Checklist (this page) and other applicable attachments specified below.
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- 9. As shown, I have contacted each of the following as appropriate or contact is not applicable:

Yes N/A RSPO (ext. 2511) re approval for use of human research participants.¹

Yes N/A RSPO (ext. 2511) re approval for use of live vertebrates (excluding human research participants).

- 10. I have previously received a Faculty Research Program (FRP) award: Yes No
- 11. I have received or will receive financial support for this project: Yes No
 - If yes, I have attached a separate sheet detailing and listing all sources and amounts of support for this project (previous and projected). Separate sheet attached
- 12. This project (i.e., data collection / primary investigation) will be carried out: On campus Off campus
- 13. This application is a resubmission of a prior FRP application? Yes No
 - If yes, I have addressed the previous proposal comments. Separate sheet attached
- 14. I understand that if I do not provide all requested information the College Research Committee may disqualify my proposal.

Applicant Signature

Date

¹ Note: Any project using human research participants for interviews, surveys, observations, or experiments must comply with SUNY Cortland's Institutional Human Participants Policy (see <http://www.cortland.edu/irb/policies.html>)

2020-2021 Faculty Research Program Final Report

Due twelve months after the end date of the Faculty Research Program award.

1. Name: _____

2. Department: _____

3. Project Title: _____

4. Period of Performance: _____

5. Highlights/Challenges of Project: _____

6. Accomplishments: _____

7. IN RELATION TO THE FUNDED FACULTY RESEARCH PROGRAM:

a. Journal Articles Submitted (Journal; Date Submitted; Issue Published; etc.): _____

b. Scholarly Presentations of Findings (Venues; Dates; Results; etc.): _____

c. External Funding Proposals Submitted (Funding Source; Date Submitted; Date Awarded; etc.): _____
