2013-2014 PRESIDENTIAL RESEARCH AWARD
DEADLINE: March 8, 2013 before 12:00 noon.

INSTRUCTIONS FOR THE PREPARATION OF PROPOSALS FOR THE PRESIDENTIAL RESEARCH AWARD PROGRAM
Murray State University

All proposals are judged on their clarity, thoroughness, and adherence to committee guidelines.

I. CRITERIA FOR AWARDS

The Presidential Research Award is awarded by the Research Policy Committee (RPC). The AWARD is highly competitive. Up to one Award per year is awarded; on rare occasions a second Award will be awarded; in some years, no Award is awarded. Applicants must be full-time faculty, staff, or administration members and must be engaged in research, scholarship, or creative activity that will result in a significant contribution to their professional fields.

The Presidential Research Award is juried by the Research Policy Committee. General criteria for awarding the Presidential Awards.

A. Applicants should be in the final stages of a significant project and must demonstrate that they will complete their projects during the one-year term of the Award.
B. The activity must involve research, scholarship, or creative activity that makes a significant contribution to a field of study or branch of the arts. The expectation is that the work will have significant impact and/or application beyond the confines of the University.
C. A Presidential Award recipient will not be awarded a Competitive CISR grant in the same grant cycle. An applicant for the Presidential Award may apply for a Competitive grant in the same grant cycle, but, should the applicant be chosen for a Presidential Award, his/her application for the Competitive grant will be withdrawn from consideration.
D. All proposals submitted for Presidential Award consideration must strictly follow Presidential Award guidelines.
E. Applicants who are not chosen for a Presidential Award may reapply in subsequent years.
F. A person is limited to holding a Presidential Award once during a five year period. For example, a person who is awarded a Presidential Award in May, 2013 for the 2013-14 grant year may reapply for another AWARD in the spring of 2018 for the 2018-19 grant year.

II. AMOUNT OF AWARD AND DURATION

The MSU Presidential Award will consist of a stipend of $6500 plus an additional $650 in support, supply, and travel funds. The university will treat the $6500 portion as salary, subject to all relevant deductions. The $650 cannot be used as additional salary for the Presidential Award recipient.

III. OUTLINE FOR PREPARING THE PROPOSAL

A. TITLE PAGE (part 1): The title should be clear and concise. The abstract, not to exceed 500 words, should include a description of the proposed project, the methods to be used, and a statement of significance. Illustrations may be included in an appendix.

B. BIOGRAPHICAL INFORMATION (part 2) Be as thorough as is appropriate to provide relevant information for evaluating the proposed project.

C. THE NARRATIVE (part 3*;** not to exceed 5 pages, double-spaced)*** Use the structure below; if this structure is not appropriate for your project, please consult with the CISR committee chair before submitting your application.
REMEMBER, BE CLEAR TO THE NON-SPECIALIST!!!

1. Title of the Proposed Project. Repeat the title from the title page.
2. Introduction. Include the historical background of the project, the current status of the project, the work to be done during the grant cycle, and the anticipated contribution of the project to the discipline.
3. Objectives and Procedures. The specific objectives of the project should be identified, and the procedures to achieve each objective should be described. Any support materials should be included (survey instruments, contracts, etc.).
4. Significance. The significance of the project should be discussed in language understandable to a generalist.
5. Results. The form in which the anticipated results will be presented (e.g., printed publication, product, exhibit) is to be specified, including a timetable.
6. Facilities. Identify any facilities required and/or available for completing the proposed project.

E. HUMAN SUBJECTS Institutional Review Board approval must be acquired before an application involving human subjects will be considered. MSU policies and application forms for the Institutional Review Board (IRB) are available from Sally Mateja, Coordinator IRB, 328 Wells, 809-3537 or on the web: http://www.murraystate.edu/HeaderMenu/Administration/Provost/InstitutionalReviewBoard.aspx

F. ANIMAL SUBJECTS Institutional Animal Care and Use Committee approval must be acquired before an application involving non-human subjects will be considered. MSU policies and application forms for the IACUC are available from IACUC, 328 Wells, 809-3534.

G. BI*BLIOGRAPHY* Include a listing of the literature cited in the proposed project and relevant to evaluating the project; no more than two pages.