

Jeanette Lancaster Endowment Fund of Faculty Excellence

Submission process & guidelines

Faculty Award funded by the School of Nursing Alumni Association

Purpose

The purpose of this fund is to support the School of Nursing's research and teaching mission and the professional development of the Nursing faculty. The funds available for distribution will be equally divided to support research and education. The Faculty Excellence Fund is funded with proceeds from the generosity of alumni and friends.

Budget

Funds will be equally divided between academic requests and research requests. They may be requested for the following

Research applications:

- Dissemination of research papers/posters at state, regional, national, or international conferences
- Funding of pilot work that will be used to support the submission of a grant proposal for external funding at the end of the funding period
- Professional training/development that leads to the submission of a grant proposal for external funding at the end of the funding period

Academic applications:

- Dissemination of scholarly education/practice papers/posters at state, regional, national, or international conferences
- Professional development for teaching/practice enhancement
- Pilot work for new teaching/innovative practice

NOTE: Funds from HR and department travel funds should be requested first. Additionally, funds to only attend education or research conferences will not be granted.

Travel awards to research or education conferences will be granted in the following amount:

1. \$500 to present at a state conference
2. \$1000 to present at a national conference
3. \$2000 to present at an international conference

A clear statement of intent, plan of work, set of deliverables, timeline, evaluation plan, budget, and timeframe must be included to request support. Additionally, podium presentations must include a plan for converting the presentation into a publication and what the benefit to the faculty member and school would be.

Review of Proposals

Applications will be reviewed by the Associate Deans for Academic Programs and Research, who may choose to enlist other reviewers. Award decisions will be made by the Associate Dean of Academic Programs for teaching-related proposals and by the Associate Dean for Research for research-related proposals in consultation with each other. It is expected that notification regarding funding will be made within a month of the application due date. In evaluating proposals, the review committee will give preference to projects that demonstrate:

- Contribution to the teaching or research mission of the School of Nursing
- Creative approach to fostering professional development for nursing faculty
- Completeness, logic, and organization
- Ability of faculty to implement the project
- Justification of the budget

Evaluation

A one-page, follow-up report **must be submitted no later than June 30 for projects funded in the previous year** (approximately one calendar year following the initial award). Reports should be uploaded on the same site on Collab, on the electronic project application form section for the follow-up report.