



# Council on Research Summer Stipend Program

GENERAL APPLICATION GUIDELINES

## Table of Contents

<b>Program Description</b> .....	<b>3</b>
Scope and Funding.....	3
Eligibility.....	3
<b>General Submission Guidelines</b> .....	<b>4</b>
Document Guidelines.....	4
<b>Review Criteria</b> .....	<b>5</b>

## Program Description

The Council on Research (CoR) Summer Stipend Program provides financial support to junior researchers at the rank of assistant professor seeking to contribute to scholarly knowledge in their discipline. Each proposal is evaluated for the impact the project will have on the indicated discipline, broader impacts, and the effect on the researcher's career. The CoR Summer Stipend Program enables junior faculty recipients to spend a portion of the summer term in research activity without the disruption of other employment obligations. The research activity should be carried out at the location most appropriate and need not be restricted to the campus.

## Scope and Funding

A \$5,000 research stipend is provided as a one-month summer appointment for the month of July. Faculty who receive a Summer Stipend award are not eligible to teach during any summer sessions, so that their research time can focus entirely on their funded project.

At the end of the summer research, awardees are expected to file a final report which describes their activities, accomplishments and any research products that may have been completed.

## Eligibility

Application to the CoR Summer Stipend Program is limited to LSU faculty who hold the rank of Assistant Professor. Eligible faculty may apply for this award up to three times until they either (a) receive an award, or (b) are no longer at the rank of Assistant Professor.

## General Submission Guidelines

The following submission guidelines should be followed for Summer Stipend Program:

- Submission of the proposal must be through the ORED Grant Submission Portal, <https://lsu.infoready4.com/>
- Applications should include:
  1. **Title and abstract** (50 words) of the proposal.
  2. **A current C.V.** (no more than 3 pages) with educational and professional background, and recent relevant publications
  3. **Full proposal**, up to 5 pages double-spaced.

## Document Guidelines

Submission of the proposal must be through the ORED Grant Submission Portal and must be submitted no later than 5:00 PM CST, on the first Friday of November.

- The proposal file must be uploaded in electronic format (PDF).
- Please use a common system font (i.e. Times, Times New Roman, Arial) of 12-point size. The right and left margins must be no smaller than 0.75". Top and bottom margins must be no smaller than 1". Please number the pages consecutively beginning with the cover sheet.
- The complete document must contain the items above and in the order given. The file can be continuous, i.e., a new page is not needed for each item. Be sure that each new section is clearly labeled.

## Review Criteria

The Council on Research Summer Stipend proposals are reviewed by a peer-review process using domain-specific LSU faculty. Once the peer-review process is completed, the proposals are reviewed again by ORED administrative staff and leadership for final determination.

**Review criteria for these proposals is as follows:**

1. **Clear Goals:** Does the researcher state the basic rationale of her/his work clearly? Does the researcher define objectives that are realistic and achievable? Does the researcher identify important questions in the field? Is the significance of the project clearly explained?
2. **Adequate Preparation:** Does the researcher show an understanding of existing scholarship in the field? Does the researcher bring the necessary skills to her/his work? Does the researcher bring together the resources necessary to move the project forward? Is there sufficient access to resources?
3. **Appropriate Methods:** Does the researcher propose methods appropriate to the goals? Does the researcher effectively apply the methods selected? Does the researcher suggest modified procedures in response to changing circumstances? Does the researcher exhibit a clear understanding of the current literature?
4. **Significant Results:** Does the researcher propose reasonable outcomes? Could the proposed conclusions add consequentially to the field? Does the researcher's work open additional areas for further exploration? Does the researcher plan to present her/his findings in an appropriate forum?
5. **Effective Presentation:** Does the researcher use a suitable style and effective organization to present her/his work? Does the researcher present her/his message with clarity and integrity? Is the proposal in the requested format? Is the writing understandable to the average educated layperson?

Department heads will also review Summer Stipend proposals and rank them based upon their priority to departmental and college research goals.