UMM Faculty Research Enhancement Funds Guidelines

January 28, 2014

The UMM Faculty Research Enhancement Funds (FREF), supported by the University of Minnesota Office of the Vice President for Research (OVPR), provides funding to help UMM faculty members support their research-related activities. These funds are awarded in the following categories: I) Large-Scale Research and Creative Projects, II) Project-Based Faculty Research Support, III) Travel Differential Support, IIIi) International Travel Support, and IIIA) Travel Support for Part-time Faculty.

FREF funds can be used to support travel (including bringing collaborators to UMM), materials, supplies, equipment specific to the project, and other justifiable research expenses. The funds will not be used for salary, wages, or conference registrations. A final report is required at the end of the funding period for categories I, II, and IIIi. Proposals are reviewed three times a year (September, January and April) unless otherwise noted.

**Category I: Large-Scale Research and Creative Projects** (Reviewed in April grant round)

Category I is designed to fund up to $5,000 for large-scale research and creative projects that will provide major contributions to the field of study. Unlike Categories II and III, Category I will occur once a year and will follow a more detailed and comprehensive application process than the other categories. Category I grant proposals are currently reviewed during the April grant round. Successful applicants will have up to three years to spend these award funds.

Recipients will be required to present research findings or creative works to the campus community. Faculty members receiving funding in this category will not be eligible to apply for Category I funding for three years after receiving the award.

The FREF Review Committee recognizes that a large-scale project may be different depending upon the project and the discipline in which it takes place. Therefore, clarity and detail in the description of the project proposal are extremely important. Examples might include:

- Production, development, performance/presentation of artistic/creative works to larger audiences in the region or beyond
- Development of projects that can attract additional external funding
- New research for projects with likelihood of major publication
- Research that requires human subject payments
- Multi-phased projects with extensive data collection, resource and literature reviews, archival research and analysis.

The proposals will be reviewed according to: a) importance to the field, b) coherence and clarity of purpose, c) potential for success, d) degree of imagination and innovation in concept and approach, and e) need for funds to successfully complete the project.
Category II: Project-Based Faculty Research (Reviewed each grant round)

Category II is designed to fund up to $1,000 for small/medium-sized research and creative projects (an article, production, installation) or individual portions of a larger project (e.g. a chapter of a book). There is no limit to the number of times applicants may apply for Category II funds, but progress toward project outcomes will be a deciding factor for future requests. Support for ongoing projects must be for separate components not previously funded.

Category III: Travel Differential Support (Reviewed on an on-going basis)

Category III is designed to fund up to $400 to offset the cost of research and scholarly-related travel. The intent of Category III is to help cover the added travel costs associated with UMM’s geographic location. Faculty can receive Category III support up to three times in an academic year.

These funds are not intended to be used to replace UMM Out of State Travel Funds given to tenure-track faculty members. Requests for travel funds should include itemized costs for mileage, per diem, and lodging. The research or creative activities supported by the travel funds should be clearly stated.

Part-time faculty with an appointment of 25-74% can apply for travel differential support with the approval of their division chair. Please use the Category IIIA application, which includes a signature space for division chairs.

Category III and IIIA proposals are reviewed on an on-going basis with proposals submitted to Adele Lawler in the Dean’s Office (raymonda@morris.umn.edu; 589-6018).

Category IIIi: International Travel Support (Reviewed on an on-going basis)

Category IIIi will provide up to $1,200 to offset the cost of research/scholarly-related international travel. The intent is to help cover the added travel costs associated with international travel. This fund will support travel to research conferences as well as travel to conduct research.

Faculty can receive Category III support three times in an academic year with the possibility of being awarded more than one Category III award in the same grant period. Category IIIi awards do count towards the limit of three Category III awards within the academic year. Requests for travel funds should include itemized costs for mileage, per diem, and lodging. The research or creative activities supported by the travel funds should be clearly stated.

Category IIIi proposals will be reviewed on an ongoing basis.

Category IIIi was developed to address a reduction of faculty travel support available through the University’s Global Programs & Strategy (GPS), which now allows faculty members to apply for travel support every other year. Category IIIi funds are not intended to be used to replace UMM Out of State Travel Funds given to tenure-track faculty or applications to the GPS Alliance. It is
anticipated that faculty will apply for all available sources of funding to support international travel and evidence of such will be considered during the funding decision process.