

**UCA College of Education**  
**Faculty Summer Research Incentive\***

To provide an incentive and opportunity to conduct research during the Summer term, tenure-track and tenured faculty may apply for a summer research incentive as described in the following guidelines.

1. Tenured and tenure-track faculty are eligible to apply for College of Education Summer Research Incentive funding by submitting a proposal of their intended research project or grant application, following the guidelines detailed below.
2. Up to three faculty members per year will be funded at the rate of 6% of each faculty member's 9-month base salary (the equivalent of teaching one summer course). Individual faculty members are eligible to receive funding on an alternate year basis only.
3. College of Education Summer Research Incentive funding may supplement University Research or other awards. However, no more than 6% of a faculty member's 9-month base pay may be awarded as a stipend for any given research project.
4. Research projects that address timely research needs of the College are particularly encouraged.
5. Faculty members of funded proposals will submit an update of progress to the College of Education Research Committee prior to August 15 of the award year. Upon completion of the funded projects, faculty members will present their findings to the College during a scheduled faculty forum.

To apply for the research incentive stipend, submit the following information to your department chair for review no later than Feb. 15th of the proposed award year. The College of Education Research Committee (or its designees) will review all proposals and submit a recommendation to the Dean before April 11 of that year. The Dean will make the final authorization for funding.

Proposals should be no longer than three (3) pages, single spaced. Attachments are not allowed though the committee may request additional information if needed. The arrangement of the submitted materials should be presented in such a manner that it forms for the reviewers a clear, progressive presentation of the research process to include the following information:

- I. Description of the proposed research or grant project with conceptual grounding and relevant literature, methodology, anticipated findings, and possible publication opportunity or grant award agency
- II. Discussion of how the project supports the researcher's promotion and/or tenure process. In following the College of Education Tenure and Promotion guidelines, proposals should indicate if the research will focus on scholarship of application, discovery, or a synthesis of literature and research in the field.
- III. Description of the effort to be spent on the project during the summer for which the funding is provided
- IV. Management plan, timeline, and/or feasibility of the project
- V. If applicable, a budget overview and a description of any other funds received for the project (to include both University and external funds)

\*On-going implementation of the College of Education Summer Research Incentive program is dependent upon availability of sufficient College Overhead Return funds.