

Indiana University Bloomington

Emergency Grant-in-Aid of Research and Creative Activity

Information and Guidelines

Application Deadline: anytime
Maximum Award Amount: \$500

The Office of the Vice Provost for Research administers an emergency program in support of faculty research and scholarship: Emergency Grant-in-Aid (GIA-EM). This program is intended primarily to help initiate new activities or to supply modest support at unusually critical times. Excellence of the proposed scholarship is the major criterion employed in the evaluation procedure. Awards are announced about one month after the completed application is received in the Office of the Vice Provost for Research.

Eligibility. All Bloomington tenure-track faculty, research scientists, research scholars, and librarians are eligible to apply for grants.

Restrictions. Grants may not be used to pay faculty stipends or graduate fee remissions.

Application Procedures. A complete application consists of:

1. *A completed grant cover sheet with the required signature.*
2. *A brief project description and budget (4-page maximum).*

Project descriptions must be written in clear, effective prose and be free of the jargon of a particular discipline. The plan of work and specific methodology should be clearly outlined. Please include a proposed budget of expenditures. Projects involving the use of human subjects, warm-blooded animals, recombinant DNA technology, or biologically hazardous materials should provide evidence that relevant University requirements and regulations have been met.

3. *A Letter of support*

A letter of support from the applicant's department chair, dean, or unit head is required to complete the application. Applicants from schools that do not have departments, as well as applicants who are the heads of their units, should request a letter from the appropriate dean or equivalent.

Evaluation of Proposal. Each proposal will be evaluated on the basis of 1) originality, 2) significance 3) quality of concept and planning, 4) competence of investigator, and 5) prospects of accomplishment.

Further information is available on the web at <http://research.iu.edu/irc/egia.html> .

Emergency Grant-in-Aid of Research and Creative Activity Program

COVER SHEET

Name of Principal Investigator: _____ Rank: _____
Department: _____ Dept. Chair: _____
Campus Address: _____
Phone: _____
Email: _____

Title of Project: _____

Abstract (general project overview, 50 words or less): _____

Special Needs: Does this project require:

_____ Use of Human Subjects _____ Laboratory Animals _____ Biosafety Review

Note that any award you may receive is contingent upon meeting all appropriate research compliance requirements, e.g. animal, biosafety, and human subject approval. If awarded, no funds can be transferred for your use until a copy of this approval is received in the Office of the Vice Provost for Research.

Budget:

TOTAL: \$ _____

List other sources and amounts of support for research you have received in the last five years. Include fellowships (from IU or other sources) and grants.

TITLE: SOURCE: AMOUNT: DATE:

- If I apply elsewhere for funds to support this or a closely related project, or if I receive full or partial support from other sources for this project, I will promptly notify the Office of the Vice Provost for Research.
• I will submit a brief but meaningful summary of the project at the termination of the award. No future support will be considered unless written reports have been submitted for previous awards.

(In signing this application, the applicant signifies that he or she has read and agrees to the conditions stated herein.)

Signature of applicant: _____

To apply, please submit: 1) this coversheet with signature; 2) a project description and budget (4-page maximum); and 3) a letter of support from your department chair, dean, or unit head (this letter can be submitted with the application or separately). Please submit your complete application to the Office of the Vice Provost for Research, Franklin Hall 116-Y. Additional information on the Emergency Grant-in-Aid program is available on the web at http://research.iu.edu/irc/egia.html.

LETTER OF RECOMMENDATION

Emergency Grant-in-Aid of Research and Creative Activity

Applicant's Name _____ Department _____

Title of Project _____

This form is provided for your convenience in writing a letter of recommendation for the above mentioned individual for the grant/fellowship program checked above. It is expected that the applicant will supply you with information about his or her proposal. The review panel is particularly interested in your comments regarding:

- a) The applicant's general scholarly competence, recent performance, and promise of distinction in his or her field of interest;
- b) The value of the project in relation to scholarship in the field, and;
- c) The applicant's ability to complete the described project successfully in the time schedule presented.

Recommendations should also address the originality of the project and the quality and concept of the plan. Evaluations, where possible, should compare this researcher not only with individuals in the same field and rank at Indiana University but also those at similar institutions.

NAME OF REFERENCE _____ SIGNATURE _____

RANK OR TITLE _____

ADDRESS _____ DATE _____

Please return this letter to:

Office of the Vice Provost for Research
Franklin Hall 116-Y, Indiana University
Bloomington, IN 47405