

*Call for Proposals*

The Institute for Comparative and International Studies  
Emory College

FACULTY INTERNATIONAL RESEARCH GRANT PROGRAM  
For research from January 1, 2008 through December 31, 2008

Deadline: October 17, 2007, 2:00 pm

**This program provides grants to faculty for international research**

Funding level: The research grant maximum per faculty member is \$15,000.

Review: The travel grant review process is competitive. Funding priorities are delineated further below.

Applications: Emphasis is placed on the relation of the proposed research to likely publication, subsequent external funding, career development, and/or promotion. Applications should consist of (1) cover sheet and abstract; (2) research proposal (four pages maximum); (3) [optional] list of bibliographic references (one page); (4) statement of priority relevance (one page); (5) budget and budget justification (use Budget Sheet Form, 3 pages maximum); (6) list of available and anticipated financial resources (use Financial Resources Form); (7) research schedule (one page); (8) curriculum vitae (5 pages maximum); (9) letter of evaluation from the applicant's department chair; (10) signed Statement of Agreement (see attached).

1. Cover Sheet. Please use the cover sheet enclosed. Include name, academic rank, department, project title, location of proposed research, dates of proposed research, and total funds requested. Use the bottom half of the cover sheet for the abstract.

2. The research proposal should be organized in the following sections, in order, on a total of no more than four single-spaced pages:

- (a) *what* the research considers
- (b) *where* the project is to be located
- (c) *how* the research will be conducted -- by what methods of (i) data collection and (ii) data analysis
- (d) *who* is conducting the research - summarize the credentials of the applicant and the role of any collaborators, including foreign institutional affiliations and permissions
- (e) *when* the research will be completed, including for publication, and in what time frame funding will be requested or required from external sources to enable timely completion
- (f) *why* the project is important (i) to the applicant's career advancement; (ii) to international and comparative studies at Emory; (iii) to the general scholarly

community; *and/or* (iv) for purposes of applied relevance or educational outreach

3. A one-page bibliography may be added at the discretion of the applicant.
4. A one-page Priority Relevance statement should address the concrete relevance of the proposed research to as many of the following specific priority areas as apply:
  - (a) **new research**: seed funding for projects for which previous support has not already been received
  - (b) **contribution to career**: projects for which initial funding has a high likelihood of generating:
    - (i) publications;
    - (ii) career development and promotion - including promotion to full professor or distinguished professor as well as promotion to associate professor; *and/or*
    - (iii) continuation funding from external sources
  - (c) **research completion**: Top-up or capstone funding for the firm and final completion of existing projects, including projects for which partial funding from other sources has been obtained.

Note: basic continuation funding of established research projects is a low priority.

  - (d) **strategic relevance**: research projects that have a special and important relationship to the College, University, or ICIS strategic plan priorities.
5. Budget and budget justification should be as complete and cost-efficient as possible. Please use the attached form. Funds are generally not available for the following categories of expense: funding for students, the hosting or payment of visitors, reciprocal exchanges, and the cost of computers or generic equipment.
6. List of financial resources should include:
  - (a) other sources of actual or potential funding for the proposed research, including amounts requested or received from other internal or external agencies. Departmental and personal research and travel allowance should be considered as other sources of funding; if not being used for this project, why not? Applicants must enumerate the present balance of professional research accounts and of departmental allocations. If these balances are zero, this must be indicated rather than leaving the line blank.
  - (b) research funding sources and dollar amounts received during the last three years, including previous funding from Emory sources and from the ICIS research and program fund in particular
7. The research schedule should specify the time frame for travel and various components of the research. If completion of the research is anticipated following the period of requested funding, specify time frames. Include anticipated schedule for publication of the research.

8. The applicant's curriculum vitae (maximum of five pages) should distinguish clearly between (a) works published - provide date and page numbers of articles and chapter; (b) works in press - works in production for publication with no further changes beyond proofing and copy-editing; (c) works accepted - works formally and fully accepted for publication with no further review needed, with final revisions at the author's own discretion; (d) works submitted for publication; (e) works in process - not yet formally submitted for publication.

*Note:* In the CV, highlight in boldface type your three papers or publications most relevant to the proposed research. If not self-evident, supply a sentence of descriptive relevance beneath these three listings.

9. The Chair's letter of reference should indicate the relevance of the proposed project to the faculty member's career and to departmental or program goals and objectives.

10. Statement of Agreement (see attached).

Proposals that do not contain the above ten application parts cannot be considered for funding.

Copies: Eight (8) copies of each proposal should be submitted. Each application copy should be securely stapled.

Deadline: Complete applications should be submitted by 2:00 pm, October 17, 2007 to:

ICIS Faculty Research Grant Program  
c/o Corina Domozić, Associate Director of Operations  
Institute for Comparative and International Studies  
1385 Oxford Road

Please do not depend on campus mail for delivery of applications.

## **RESEARCH GRANT STATEMENT OF AGREEMENT**

If awarded an ICIS Faculty International Research Grant, the undersigned agrees to:

- (a) obtain IRB approval as necessary for research involving human subjects before beginning the research
- (b) acknowledge receipt of an ICIS Faculty International Research Grant in papers and publications that derive from the research
- (c) electronically submit a one-paragraph abstract and a 2-page report that summarizes the results of the research shortly after completion of the funding period
- (d) authorize the posting of the title, the abstract, and final report of the research on the ICIS web site
- (e) provide a short annual update to ICIS concerning publication and subsequent funding from other sources for three years following the conclusion of the funding period.

I have read and agree to the above statements.

Signed: \_\_\_\_\_

Printed name: \_\_\_\_\_

Date: \_\_\_\_\_

**ICIS INTERNATIONAL RESEARCH PROGRAM  
COVER SHEET**

<i>Name</i>	
<b>Academic Rank</b>	
<b>Department</b>	
<b>Title of Proposal</b>	
<b>Location</b>	
<b>Dates</b>	
<b>Total Funds Requested</b>	

**Research Proposal Abstract:**

**ICIS INTERNATIONAL RESEARCH PROGRAM  
BUDGET SHEET FORM**

**Budget and Budget Description**

**ICIS INTERNATIONAL RESEARCH PROGRAM  
FINANCIAL RESOURCES FORM**

**PREVIOUS RESEARCH FUNDING – ICIS (last 3 years)**

<b><u>Funding Period</u></b>	<b><u>Short Title</u></b>	<b><u>Amount Awarded</u></b>	<b><u>ICIS funding type</u></b>
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**PREVIOUS RESEARCH FUNDING – OTHER SOURCES (last 3 years)**

<b><u>Funding Period</u></b>	<b><u>Short Title</u></b>	<b><u>Amount Awarded</u></b>	<b><u>Funding Source</u></b>
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**PENDING RESEARCH APPLICATIONS RELATED TO THE PRESENT PROJECT**

<b><u>Funding Source</u></b>	<b><u>Short Title</u></b>	<b><u>Amount Requested</u></b>
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**Current start-up fund balance: \_\_\_\_\_**

**Current annual research and/or discretionary allocations: \_\_\_\_\_**

**Current Department account balance: \_\_\_\_\_**

**(Note: If fund totals is nil, please enter zero rather than leaving the line blank)**