

Request for Applications

CAL POLY HUMBOLDT ERFSA AWARDS 2022

Sponsored by the HUMBOLDT Emeritus and Retired Faculty and Staff Association, awards are intended to help tenured-track faculty, lecturers and staff with less than 5 years employment at HSU and seeking promotional possibilities. Awards are intended to supplement other assistance. Preference will be given to applicants who have not received a prior HSU-ERFSA award. Proposals must relate to teaching effectiveness, scholarly or creative activity, or service to the University or the community.

An Application Proposal should include a completed proposal template (page 2 of this form, or downloaded from <http://www.humboldt.edu/senate/erfa/faculty-awards>).

The proposal should include:

Applicant information;

- A short description of your proposed project;
- The budget needed to conduct and implement your project, including other sources of funding you have received for your project;
- An explanation of why HSU-ERFSA should award you a grant, describing the benefits and contributions of your project and how your proposed project will contribute to your further professional development and achievement of retention or tenure, if appropriate; and
- A brief summary of your resume and experience related to the project, and your past professional work, including a short bibliography of representative publications, papers, and other scholarly or artistic activities.

Applications may be only three (3) pages long.

Awards range from \$100-\$1000. Each award will be made upon evaluation of the applicant's prior work and on the relationship of the proposal to further professional development. Even small awards are competitive. Preference is generally given to work that applies to two or more aspects of your retention or tenure evaluation. For example, proposals including the submission of papers with student involvement, or requests for teaching materials and equipment interacting directly with students, are often given preference over a faculty or staff member's individual performance or solo presentation of a paper at a professional conference. Funding can be requested for services, fees, materials, or travel. *HSU-ERFSA will not award grants to pay for wages, work-for-hire, or stipends.*

Applications are due by **April 8, 2022 at 2 p.m.** Late applications will not be reviewed. Please submit application materials in a single pdf electronically to mary.watson@humboldt.edu. Awards will be announced by mid-May 2022.

If you have questions about the application process, you may contact HSU- ERFSA coordinators Emeritus Professors Marshelle Thobaben (mt1@humboldt.edu) or Ken Fulgham (fulghamk@humboldt.edu).

**CAL POLY HUMBOLDT
EMERITUS AND RETIRED FACULTY AND STAFF ASSOCIATION
APPLICATION FOR HSU-ERFSA 2022 GRANT**

The HSU-ERFSA Coordinating Committee will notify you by mid-May 2022 of the status of your grant.

Applications are due **April 8, 2022**, no later than 2 p.m. Application materials should be sent *electronically* in a single pdf to mary.watson@humboldt.edu.

Use this template to prepare your application and limit your proposal to a maximum of three pages, single spaced, 12-pt font, for it to be considered by the HSU-ERFSA Coordinating Committee. **No additional attachments will be accepted.** Please note that **HSU-ERFSA will not award grants to pay for wages, work for-hire, or stipends.**

TEMPLATE

Name
Position at HSU, Department
Email
Telephone
Mailing address to send check

Name Research/Creative Project:

Name of your research/creative project and starting date for your project and anticipated completion date for your research/creative project.

Proposal:

In 2-5 sentences provide a general description of your research or creative project which may be used by HSU-ERFSA to publicize the grant recipients. It should include the purpose of your project, hypothesis and methodology for your research/ creative project, if applicable. If it is an artistic project, describe how, when, and where it will be presented, displayed, or performed.

Itemized Budget: (Be specific as possible)

Provide an itemized budget needed to conduct and implement your research/creative project. What other sources of funding have you received for your research/project, if appropriate? (Note that other funding sources are not required to receive a HSU-ERFSA Grant.)

Benefits:

Explain why you think HSU-ERFSA should award you a grant. Describe specifically the benefits and contributions of your project and how your proposed project will contribute to further your professional development and achievement of retention or tenure, if appropriate. Provide any additional information that you would like the Grants Committee to consider.

Resume:

Provide a brief summary of your resume and experience related to your project, other forms of professional support, including financial support, offered or denied by other sources, and your past professional work, including a short bibliography of representative publications, papers, and other scholarly or artistic activities.

Applicant's signature: _____