

**CALIFORNIA STATE UNIVERSITY, LOS ANGELES**  
**RESEARCH, SCHOLARSHIP, AND CREATIVE ACTIVITY AWARDS**  
**2019-2020 ACADEMIC YEAR**

**DUE DATE: Monday, March 25, 2019 11:59 PM (PDT)**

The goal of the Research, Scholarship, and Creative Activity (RSCA) Awards is to support faculty and student engagement in research, scholarship, and creative activities, furthering the mission of the University. All Unit 3 faculty may compete for funding, including Instructional Faculty, Librarians, Coaches, and Counselors.

***Minigrants*** – These awards (up to \$5,000) allow faculty to test promising ideas. Funds can be used for undergraduate and/or graduate assistants, clerical assistance, travel and supplies necessary for the activity. Minigrants may not be used for faculty release time from teaching assignments. *Minigrants must be expended by the end of the spring 2020 term (please ask your Resource Manager for specific date).*

***RSCA Assigned Time Awards*** – Assigned Time awards provide faculty with one course release (three units) to develop or complete research, scholarship, or creative activities. *RSCA Assigned Time awards must be taken during the fall 2019 or spring 2020 term.*

### **Evaluation of Proposals:**

Proposals will be reviewed by the Awards and Leaves Committee based on the criteria outlined below. Upon the Committee's recommendations, final awards will be made by the Provost and Vice President for Academic Affairs.

RSCA Award applications will be evaluated based on the following criteria:

1. Overall quality of the project and the proposal. (10 points)
2. Contributions to the faculty member's field or discipline of study. (10 points)
3. The degree to which the project encourages and supports faculty in disciplines with few outside resources to support RSCA activities. (5 points)
4. Likelihood for success and completion of the goals of the project. (10 points)
5. Likelihood that the project will contribute to: (10 points)
  - The strategic mission of the University, including its commitment to inclusivity and diversity
  - A sustained program of scholarship or creative activity by the applicant
  - The publication of a book, monograph, or major article(s)
  - Linkages between research, creative and scholarly activity, and student learning outcomes.
6. Following Instructions. (5 points)

### **Final Report:**

Award recipients must expend all funds and submit a final report to the Office of Research, Scholarship, and Creative Activities by June 30, 2020. Awardees will be notified about the style and format of the final report at a later date.

### **Deadline for Online Application Submission:**

All applications must be submitted by **Monday, March 25, 2019 11:59 PM (PDT).**

### **Proposal Submission:**

Applications will only be accepted through *InfoReady* at <https://calstatela.infoready4.com/>. You will be required to upload an Approval Page, Narrative, Curriculum Vitae, and Budget Page (only if applying for a Minigrant) by the submission deadline. Questions can be sent to [research@calstatela.edu](mailto:research@calstatela.edu).

### **Proposal Format:**

The Narrative section should address the listed evaluation criteria and in the following format:

- I. Project Description
- II. Project Significance
- III. Results: Evaluation, Dissemination

### **Proposal Submission Checklist:**

The submitted proposal must include all of the following:

1. Approval Page (use the attached form)
2. Narrative section that is no more than five double-spaced pages in length, using at least 12 pt. type and one-inch margins (top, bottom, and sides)
3. Two-page curriculum vitae, using 12 pt. type and one-inch margins
4. Include a Budget Page **only if applying for a Minigrant** (use the attached format page)

**The Online Application for each award can be accessed through the following link:**  
<https://calstatela.infoready4.com/>

If you have any questions, please email: [research@calstatela.edu](mailto:research@calstatela.edu)