

## Faculty Development Grant

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2018-19

This competitive grant offers support to faculty members for professional development activities, including, but not limited to, attendance at conferences, training courses, or other activities in support of their development. (*Presentation* at conferences is supported by the Faculty Presentation Grant.)

**Applications due:** October 3, 2018, 5:00 p.m., for funding period 1  
March 27, 2019, 5:00 p.m., for funding period 2

**Funding periods:** 1: January 1, 2019 – June 30, 2019  
2: July 1, 2019 – December 31, 2019

### Guidelines

Applicant must hold a paid appointment in the College with the rank of Lecturer (0.5 or more FTE), Senior Lecturer, Assistant Professor, Assistant Professor of Practice, Research Assistant Professor or above. Visiting, adjunct, and emeriti faculty are ineligible.

All awards are contingent upon adherence to University policy governing off-campus activities.

### Application

Applications are submitted through NUGrant ([nugrant.unl.edu](http://nugrant.unl.edu)). Go to “Internal Competitions”, create a new application, and select the appropriate grant from the drop-down menu. Applicants are required to upload to the NUGrant application form the following documents:

1. Hixson-Lied Grant Budget Worksheet (Excel spreadsheet template, available for download at the college website)
2. Activity description, a two-page maximum document (Word or pdf format) that provides:
  - a. A description of the proposed activity
  - b. A description of how the proposed activity relates to the applicant’s long-term scholarly/creative agenda or teaching
  - c. A description of expected outcomes resulting from the proposed activity
  - d. A description of how the proposed activity will impact the College
3. Curriculum vitae, two pages maximum (Word or pdf), including all significant creative or scholarly activity in the last 5 years as well as grants awarded or pending from the last 5 years.

Applications must be submitted by the deadline above. Incomplete or late applications will not be considered. Documents exceeding maximum page lengths will not be considered.

## Review and notification

Applications are reviewed by the College Administrative Council and evaluated according to the following criteria:

- Evidence of thorough planning of the activity, based on budget and description
- Significance of proposed activity to the applicant's long-term scholarly/creative agenda or teaching
- Expected outcomes of the proposed activity
- Impact of proposed activity on the College

The College Administrative Council determines the amount of funding for each application. The Associate Dean makes awards based on the Administrative Council's recommendations. Applicants will be notified of decisions on awards within approximately 6 weeks of the due date.

## Final report

A final report is due no later than 30 days after the completion of the activity. Use the final report template provided with your award letter, or download it from the HLCFPA website. Submit the report to [HL-Grants@unl.edu](mailto:HL-Grants@unl.edu) and to your School Director. No applications for future funding will be considered for any individual who has not completed an overdue report.

If you have questions regarding the application process, please contact Acting Associate Dean Stan Kleppinger at [kleppinger@unl.edu](mailto:kleppinger@unl.edu), 402-472-9339.