

WILLSON CENTER FACULTY RESEARCH GRANTS IN HUMANITIES & ARTS



Willson Center for Humanities & Arts UNIVERSITY OF GEORGIA

Deadline: February 15, annually, at 11:59 pm (or by the following Monday if the 15th falls on a weekend)

Program Description

The goal of the Junior and Senior Faculty Research Grants in Humanities and Arts Program is to support and encourage the development of a strong program of research or creative practice and activity by faculty in the humanities and arts. Grants are considered "seed money" for research, in that they should lead to the growth and development of continuing research or creative programs. Proposals are solicited once per fiscal year.

Eligibility

- Ranks: Assistant Professor, Associate Professor or Professor
- Submission limited to one proposal per eligible individual per year

Review Process and Funding

- Proposals are reviewed by a faculty review committee administered by the Willson Center for Humanities & Arts. Proposals are evaluated on research excellence or creative potential of the proposed project; quality of the research proposal in definition, organization, clarity and scope; and budget detail and justification.
- Preference will be given to faculty who have not received FRG funding during the previous three years.
- Funding is typically provided to successful applicants on the next July 1 for a duration of one year.

Required Proposal Content:

1. **BIOGRAPHICAL SKETCH.** *2 page limit.* Include education, job history, publications, funding history (internal and external) and internal and external grant proposal submission history.
2. **DETAILED BUDGET.** *(See the Budget Development section for detailed instructions.)*
3. **BUDGET JUSTIFICATION NARRATIVE.** *(See the Budget Development section for detailed instructions.)*
4. **PROJECT SUMMARY.** *2 page limit. Arial, size 12 font, 0.5" margins.* Using generalist language that can be understood by faculty peers outside of your research area, briefly describe the following in the order specified:
 - a. The proposed research question(s) or creative practice and activity
 - b. The significance of this research or creative activity to the theory, methodology, practice or literature of the field
 - c. Unique and innovative features of the proposed work
 - d. How this project will contribute to a significant program of research or creative practice and activity beyond the FRG support
 - e. Potential for external funding beyond the FRG (if relevant) or current external support of the project (if any)
5. **DOCUMENTATION OF COMPLIANCE (if applicable).** *2 page limit. Arial, size 12 font, 0.5" margins.* All research carried out under the sponsorship of a Faculty Research Grant is subject to all of the University's standing policies regarding research. In particular, proposers of projects involving human

subjects, laboratory animals, biohazardous materials, recombinant DNA, etc., must obtain the necessary approvals before commencing work. Provide titles, approval dates, protocol numbers and brief summaries (≤200 words each) of all relevant protocols and projects. If approval is pending, indicate as such.

6. REFERENCES CITED (in Project Summary).

Proposal Submission Instructions

Applicants should prepare their final proposal as a single PDF file and upload it to the Willson Center grants system by going [here](#). Humanities and Arts applicants who do not already have an account will need to create a new account in the system. Once an account is created, it may be used for all Willson Center grant applications in the future.

Budget Development

Funding requests should not exceed \$15,000. Award amounts may be adjusted during the review and funding phases. Click [here](#) for a standard form that must be used for budget preparation. Only allowable expenses should be requested (see below). Inclusion of non-allowable expenses will automatically trigger budget reduction by the associated amount.

The appropriateness of the budget will be considered during the evaluation process. Each line item must be justified as part of the Budget Justification Narrative (item 3) under proposal content and confirmed to be unavailable through other sources.

1. ALLOWABLE EXPENSES

Faculty Research Grants will provide support for the following categories of expenditure. Detailed justification for each line item is required.

- a. UGA personnel who are benefits eligible. Benefit costs MUST be included for all categories. (Check [here](#) for fringe benefit rates.) Allowable UGA personnel categories:
 - i. PI/Co-PI course release buyout in Academic Year or Summer (summer course buyout only allowed if the applicant has an instructional EFT in summer). *FRG proposals requesting course buyout are limited to a single course as part of the total budget and will be considered only if the individual's requirements could not have normally been met by the Willson Center Faculty Fellowships. Justification for course buyout should note department head approval of the request and that the correct course buyout and benefit amounts have been certified by the business manager of the department or college.*
 - ii. Student Employees - graduate assistantships, training grant recipients, fellowships.
 - iii. Staff.
- b. Other personnel (non-UGA employees such as professionals, undergraduates and graduate students who are not eligible for Graduate Assistant Health Insurance). Benefit costs are not allowable for such personnel.
- c. Equipment essential for the proposed research or creative practice and activity.
- d. Supplies/general expenses/honoraria.
- e. Travel that is integral to the proposed research or creative practice and activity.

2. NON-ALLOWABLE EXPENSES

- a. "Matching" funds for a submitted or imminent external proposal.
- b. Travel to attend a professional meeting, PI or Co-PI salary, and publication charges.
- c. Sole-source support of a student's thesis or dissertation completion.

Contact for questions: wcha@uga.edu