

**PRESIDENTIAL RESEARCH AWARD**  
DEADLINE: FEBRUARY 5

**INSTRUCTIONS FOR THE PREPARATION OF PROPOSALS**

**I. CRITERIA FOR AWARD**

The Research Policy Committee (RPC) juries this award. The AWARD is highly competitive. The committee may disqualify any or all proposals it deems not worthy of funding. Applicants must be full-time faculty, professional staff, or administrative faculty and must be engaged in research, scholarship, or creative activity that results in a significant contribution to their professional field.

All proposals submitted for Presidential Award consideration must strictly adhere to the committee's instructions. All proposals will be judged on their clarity, thoroughness, and adherence to these guidelines. General criteria for the award are:

- A. Applicants should be in the final stages of a significant project and must demonstrate that they will complete their projects during the one-year term of the Award.
- B. The activity must involve research, scholarship, or creative activity that makes a significant contribution to a field of study or branch of the arts. The expectation is that the work will have significant impact and/or application beyond the confines of the University.
- C. A Presidential Award recipient will not receive a Competitive CISR grant in the same grant cycle. An applicant for the Presidential Award may apply for a Competitive grant in the same grant cycle, but, should the applicant be chosen for a Presidential Award, his/her application for the Competitive grant will be withdrawn from consideration.
- D. Applicants not chosen for a Presidential Award may reapply in subsequent years.
- E. A person is limited to holding a Presidential Award once during a five-year period. For example, a person who received a Presidential Award in May 2015 for the 2015-16 grant year could reapply for another award in the spring of 2020 for the 2020-21 grant year.
- F. The applicant may be engaged in either collaborative or non-collaborative activities. However, applications must come from, and awards be made to, single investigators.

**II. AMOUNT AND DURATION OF AWARD**

The MSU Presidential Research Award is for one academic year and consists of a stipend of \$6500 plus an additional \$650 in support, supply, and travel funds. The university will treat the \$6500 portion as salary, subject to all relevant deductions. The \$650 will not be allowed as additional salary for the Presidential Award recipient.

**III. OUTLINE FOR PREPARING THE PROPOSAL**

**A. TITLE Page:** The title should be clear and concise. The abstract, not to exceed 500 words, should include a description of the proposed project, the methods used, and a statement of significance. Illustrations may be included in an appendix.

**B. HUMAN SUBJECTS:** Institutional Review Board (IRB) approval is required before an application involving human subjects is considered. IRB policies and application forms are available from Jonathan Baskin, IRB Coordinator, 328 Wells, 809-2916, or on the web, <http://www.murraystate.edu/headermenu/administration/Provost/InstitutionalReviewBoard/index.aspx>.

**C. ANIMAL SUBJECTS:** Institutional Animal Care and Use Committee (IACUC) approval is required before an application involving non-human subjects is considered. IACUC policies and application forms are available from Kristi Stockdale, IACUC Coordinator, 328 Wells, 809-3534.

**D. BIOGRAPHICAL INFORMATION:** Be as thorough as is appropriate to provide relevant information for evaluating the proposed project.

**E. THE NARRATIVE (not to exceed 5 pages, double-spaced):** Use the structure below; if this structure is not appropriate for your project, please consult with the RPC chair before submitting your application. **REMEMBER, BE CLEAR TO THE NON-SPECIALIST!!!**

- 1. Title of the Proposed Project.** Repeat the title from the title page.
- 2. Introduction.** Include the historical background of the project, the current status of the project, the work to be done during the grant cycle, and the anticipated contribution of the project to the discipline.
- 3. Objectives and Procedures.** The specific objectives of the project should be identified, and the procedures to achieve each objective should be described. Any support materials should be included (survey instruments, contracts, etc.).
- 4. Significance.** The significance of the project should be discussed in language understandable to a generalist.
- 5. Results.** The form in which the anticipated results will be presented (e.g., printed publication, product, exhibit) is to be specified, including a timetable.
- 6. Facilities.** Identify any facilities required and/or available for completing the proposed project.

**F. BIBLIOGRAPHY:** Include a listing of the literature cited in the proposed project and relevant to evaluating the project; no more than two pages.

