



College of Education and Human Services and Center for Persons with Disabilities Faculty Fellows Program 2020

Program Description

The CPD Faculty Fellows program provides two CEHS faculty members with opportunities to enhance their scholarly work in collaboration with project staff at the Center for Persons with Disabilities (<https://cpd.usu.edu/>). The intent of the program is to develop new collaborations and interdisciplinary approaches to enhance research and scholarship at the CPD and the College. Faculty will have up to twelve months to meet the goals of their Fellowship project.

Funding Model

CPD Faculty Fellows will receive funding equivalent to a single course buy out during both the Spring 2020 and Fall 2020 semesters. Funding for the Fall 2020 semester will be contingent upon the research team making adequate progress on their stated objectives and agreed upon benchmarks prior to June 30, 2020. There is no matching requirement for this funding, although applicants are highly encouraged to leverage additional funding sources. Proposals that include matching funds may receive higher ratings (examples of matching funds include: other grants, graduate assistantships, departmental travel funds). We expect to award two CPD Faculty Fellowships this year.

Who is Eligible to Apply?

Any USU CEHS faculty member (tenured, tenure-eligible, research/clinical/professional practice faculty, or clinician) may apply for a fellowship. Faculty submit proposals as individuals, but must specify a person or project at the CPD with whom they intend to work. To increase faculty involvement, preference may be given to first time CPD Faculty Fellowship applicants.

What Can You Propose to Do?

Faculty members can propose to engage in a collaborative research project, analyze existing datasets at the CPD, conduct a program evaluation, conduct a meta-analysis that leads to specific recommendations for program improvement, develop new project ideas, or expand on existing projects.

Outcomes

Faculty funded under this program will be required to produce at least one co-authored publication with a CPD staff person per semester (two publications total) and one grant proposal to be submitted any time during the funding period and up to 6 months afterwards. CPD Faculty Fellows also will be required to share the results of their fellowship at the annual CPD Research & Outreach Professional Development event (dates TBD).



What Must a CPD Faculty Fellowship Proposal Include?

Proposals must not exceed two pages (excluding title page and a required letter of department chair endorsement), must be single-spaced, and in a standard font at least 12 points in size with 1-inch margins. Each proposal must include the following:

1. **Title page** – Clearly indicate the department(s) and college(s) involved. All faculty and collaborators involved must be listed and their position(s) identified. Include address, phone number, and e-mail for the primary contact person.
2. **Departmental Commitment Letter** – Provide a letter of commitment from your department chair that clearly indicates their support for the proposal. If your proposal includes additional matching funds, then a signed statement from the department fiscal officer (in addition to the letter from the department chair) must be attached to the proposal to verify the commitment level.
3. **Proposal** – two pages or fewer. Consists of following **required** elements:
 - **Abstract** – Include project title and abstract of **150 words or fewer**. Abstract must be suitable for public dissemination, should the proposal be selected.
 - **Project Significance** – **300 words or fewer**. Include statement of project goals and their importance for meeting CPD, departmental, college, and/or university strategic goals.
 - **Project Plan** – **500 words or fewer**. Provide a work plan that clearly identifies project objectives, the person(s) who will be responsible for carrying out the proposed work (e.g., name, title, role within the project), the methods and resources to be used, the specific CPD projects that will be involved, and timelines for activity and project completion.
 - **Statement on Intended Scholarship and Dissemination** – **250 words or fewer**. Include description of intended scholarship, potential publication outlets, and any potential grant opportunities that will be pursued by this project.

How Do I Apply?

Prepare the aforementioned proposal (consisting of title page, proposal, department chair commitment letter, and signed statement from departmental fiscal officer if matching funds are included). Submit one electronic copy of the proposal (**as a single pdf file**) to CEHS Interim Associate Dean for Research Shawn Whiteman at Shawn.Whiteman@usu.edu by **Friday, October 18, 2019**.



What Are the Expectations of a CPD Faculty Fellow?

Projects are to be completed by December 31, 2020. A final one-page report must be submitted by January 31, 2021, to the CEHS Associate Dean for Research as well as the Executive Director of the CPD. Failure to submit the final report may adversely affect future funding opportunities as part of the CPD Faculty Fellowship program. CPD Faculty Fellows will present their results at the annual CPD Research & Outreach Professional Development event (dates TBD), and also may be invited to present informational sessions and/or posters about their projects at university functions throughout the year. CEHS strongly encourages all CPD Faculty Fellows to publicly share the findings of their collaborative project with colleagues and peers in their respective departments and colleges, across campus through university forums.

How Will Proposals Be Reviewed?

All proposals will be reviewed and ranked by the CEHS Office of Research Services and the CPD Executive Director. This group will make recommendations to the CEHS Dean. **The final selection of CPD Faculty Fellows will be made by the Executive Associate Dean and announced by November 1, 2019.**