INTRODUCTION

The Research and Sponsored Programs Office (RSPO) of the State University of New York College at Cortland (SUNY Cortland) has prepared the following guidelines for the 2010-2011 Faculty Research Program (FRP). Eligible applicants include all full-time, tenure-track teaching faculty and professional staff at SUNY Cortland. FRP Award recipients will receive up to $4,000 to engage in research and better enable them to pursue external funding opportunities to continue and expand that research. Any research project will be considered eligible for review as long as the proposal meets the eligibility criteria and deadlines. Applicants should remember that award decisions closely match the intent of the FRP. If you have questions about the FRP, contact Glen Clarke in RSPO (ext. 2511) or the College Research Committee (CRC) member representing your discipline. (See Page 6 of these guidelines for a list of current CRC members.)

A. GENERAL OVERVIEW

For the purposes of this program, research is broadly defined as a two-step inquiry that includes both the identification of a problem or question related to a specific discipline and an investigation of the identified problem or question using methods appropriate to that discipline. The researcher’s goal is to seek and disseminate findings in an objective or creative fashion. Effective proposals describe both steps in this process such that a reviewer readily visualizes the benefits of completing the research.

The CRC serves as the peer review body for this competition. CRC members recognize that accepted models of research and creative activity differ across academic disciplines, ranging from quantitative to qualitative research designs. The CRC recognizes that in certain disciplines and for certain lines of inquiry, quantitative research analysis may be neither feasible nor appropriate.

These guidelines are designed to provide a consistent process leading to fair award decisions. The CRC welcomes, from any discipline, proposals that include the nature of the problem to be studied, some background to the project, the specific plan of work envisioned, and how project outcomes will be evaluated. Applicants are encouraged to craft proposals enabling CRC members and others to appreciate the value of completing the research using the proposed research methodology.

B. APPLICATION AND ELIGIBILITY REQUIREMENTS

RSPO has set aside $25,000 for the 2010-2011 FRP. Applications will be accepted from full-time, tenure track teaching faculty or professional staff. New faculty members are especially encouraged to apply. Applications must be received by the applicant’s dean or division head by February 1, 2010 and by RSPO by February 8, 2010. Awards will be for the period July 1, 2010 through June 30, 2011.

C. PROGRAM DESCRIPTION

Research is encouraged on the premise that active inquiry in one’s field fosters excellence. Firsthand involvement in current problems and methods of inquiry benefits all students, particularly those who go on to graduate school. The FRP provides seed money for projects that are new, likely to lead to future funded research, and likely to have other broader impacts on campus. Awards may be used for personal compensation and/or research support, or, for those with 12-month appointments, for a replacement during the investigator’s award period. Personal compensation is payable only during the summer to utilize the minimum fringe benefits rate (currently 16.0%). Those receiving personal compensation can teach no more than one session during the summer. Because international faculty may be ineligible for personal compensation based on visa status, they are strongly encouraged to contact RSPO to discuss specific circumstances before applying. Under no circumstances will RSPO extend any award period beyond June 30, 2012.
D. INELIGIBLE PROJECTS

The CRC will not approve an FRP application for:

⇒ Undertakings which are not fundamentally acts of inquiry.
⇒ Activities aimed primarily toward substantial monetary gain for the investigator.
⇒ Textbook preparation.
⇒ Course work or curriculum development.
⇒ Studies to be used for a thesis or doctoral dissertation.
⇒ Studies restricted to local problems in the administration or operation of SUNY Cortland.
⇒ Applications seeking capital improvement funds.
⇒ Projects that supplant what normally would be supported by the department or College.

E. THE 2010-2011 FRP APPLICATION

1. Submission Instructions

Please submit applications consistent with these guidelines. The CRC reserves the right to decline to review an application that is incomplete or late or that fails to respond to a required application element.

If proposed research involves the use of human participants or the use of human body fluids, funding is contingent upon full investigator compliance with SUNY Cortland’s Institutional Human Participants Policy (see http://www.cortland.edu/irb/policies.html). Contact Amy Henderson-Harr, Research and Sponsored Programs Office, extension 2511.

If proposed research involves live vertebrates, contact Dr. Mary Beth Voltura, Chair, Institutional Animal Care and Use Committee, at extension 2713.

For assistance in preparing an application, contact Glen Clarke, RSPO, at extension 2511. RSPO can also assist faculty in trying to match a first-time applicant with a previous award recipient.

2. Required Application Elements

Submit all of the following information in this order:

a. Completed SUNY Cortland 2010-2011 Faculty Research Program (FRP) Application (as cover sheet) signed by the applicant, department chair and dean or division head. (Application Page 1 of 5)

b. Abstract: Attach a 200-word summary of the project in terms understandable to an informed layperson. If you agree, please include the following optional signed statement at the bottom of the abstract: “If this proposal results in an award, I hereby authorize the State University of New York College at Cortland to release this abstract for college publicity and/or educational purposes.”

c. Narrative (See FRP Narrative on Page 3 below): Divide your two- to three-page narrative into seven sections with these headings:
   1) Specific research question.
   2) Significance of the project.
   3) Literature and background.
   4) Research design and methods.
   5) Broader impacts.
   6) Evaluation of project outcomes.
   7) Dissemination and potential for future funding.

d. References cited page (listing complete citations only for references cited in the narrative text).

e. Completed SUNY Cortland 2010-2011 FRP Budget Page. (Application Page 2 of 5)

f. Completed Application Agreement between 2010-2011 Faculty Research Program Applicant and the State University of New York College at Cortland College Research Committee. (Application Page 3 of 5)

g. Curriculum Vitae (2 page maximum).

h. Signed SUNY Cortland 2010-2011 FRP Application checklist. (Application Page 4 of 5)

i. All other applicable attachments specified on the 2010-2011 FRP Application checklist.
3. FRP Narrative

The applicant should (in section 1) present a clear statement of the specific research question to be investigated and (in section 2) discuss the significance of the proposed work in relation to the investigator's discipline or to general knowledge. Typically, successful applicants further clarify this by stating (in section 3) how the research complements or extends the existing literature or practice in an area and including appropriate background information to provide context and promote understanding. Any previous, related work by the applicant should be explained here.

The investigator should discuss (in section 4) the elements, criteria, variables, dimensions, or parameters of the problem that will be analyzed, interpreted, manipulated, or evaluated. This information serves to clarify those aspects of the problem that the author believes to be important and to tie the research question to the specific procedures to be used. The investigator’s research design and methods will include the procedure for collecting and interpreting data and information central to the project. A timetable of proposed activities should be specified.

Where appropriate, project design should be such that comparisons are permitted between or among experimental and control conditions. The CRC is well aware that not all research is experimental and that some forms of inquiry do not rely on comparisons. Ethnographic research, for example, seeks to gain a deeper level of understanding of a particular phenomenon. Nonetheless, most fundamental acts of inquiry rely on meaningful comparisons to draw valid conclusions. For instance, an investigator might best explore a noteworthy feminist writer’s popular appeal by comparing her work to that of her contemporaries. In any event, the applicant is solely responsible in the narrative for clearly describing the phenomenon under investigation as well as why understanding that phenomenon is important.

Specific details of the analyses should be presented. In the natural and social sciences, for instance, statistical evaluations (which might be descriptive or inferential) are often needed; in other areas such as the fine arts and humanities, judgments by peers, an audience, or some other body may be appropriate. CRC members agree that proposals with poor methods or poorly described methods (e.g., undefined variables, criteria, elements, procedures, analyses) are less competitive and less likely to be funded.

The narrative should describe the potential broader impacts of the project on SUNY Cortland (in section 5) and state clearly how the researcher will evaluate the success of the project (in section 6). The potential impacts of the project may include but are not limited to: a) involving students in the research process; and b) securing external funding to support continuing research. Evaluation of project success should include discussion of how the researcher will determine whether project goals and objectives have been met.

Important, the narrative must (in section 7) summarize explicit plans for dissemination or publication of results (e.g., potential journals for submission). An important expectation underlying this program is that the proposed activity will form the basis for future fundable scholarship. As such, section 7 must also include a brief description of the proposed project’s potential for future funding.

Although the narrative section should completely describe the project, applications may include supplementary materials (e.g., manuscripts, images, CDs, or DVDs), particularly if the proposal includes references to special scales, questionnaires or techniques that would not be understood by someone outside the field. Investigators are encouraged to provide a glossary of technical terms if the text warrants it.

F. FRP PROPOSAL REVIEW

The CRC will evaluate each FRP proposal. During its proposal review period, the CRC may consult guest reviewers in the field of the proposal. The following areas (adapted from the National Endowment for the Humanities and the National Science Foundation) will be used for review:

**Intellectual quality of the project**
- specific question, problem, or objective has been clearly stated;
- rationale is clear and persuasive;
- the project draws on sound literature review with appropriate references;
- the proposed study plans are thoughtful and stimulating.

**Quality of the project design**
- activities are well planned and described in adequate detail;
design of the project permits clear conclusions or relationships;
⇒ clear description of the methods, criteria, variables, focus or arguments used;
⇒ an adequate method for evaluation of results or conclusions;
⇒ description of appropriate data analysis or interpretive evaluations;
⇒ personnel are qualified to carry out their proposed responsibilities;
⇒ the project budget is reasonable for the work proposed.

Broader impacts
⇒ the project has the potential to have broader impacts on campus (this may include involving students in the research process, increasing the external funding received by the faculty member, and/or strengthening the faculty member’s contributions to the teaching and learning environment);
⇒ the project’s impact will extend beyond the period of the grant.

G. AWARD ADMINISTRATION

1. Allowable Project Costs

All FRP expenditures must adhere to State law and regulations and other applicable directives. Research Foundation accounts hold to similar procedures. Successful applicants will receive an award notice explaining the terms and conditions of their award, including the permissible period of performance for expending award funds. Any significant changes in the approved budget require prior written approval from RSPO. To explain the most common regulations, attention is called to the following categories:

a. **Personal compensation to faculty FRP awardees** is payable only during the summer months. All funding for scholarly study or research by faculty members, graduate students and undergraduate students is administered by the Research Foundation in conjunction with SUNY academic programs. Note that all personal compensation payments are subject to a fringe benefits cost charge (currently 16.0%) and to withholding taxes. International faculty may be ineligible for personal compensation depending upon the individual faculty member’s visa status. International faculty members are strongly encouraged to contact RSPO to discuss specific circumstances.

b. **Student Employees:** Undergraduate students hired under any 2010-2011 FRP award will be paid no less than $8.60 per hour (and no less than $8.77 per hour beginning September 2010). The fringe benefits rate for undergraduate students is projected to be 5.0% of wages paid during the award period. Graduate students hired under any 2010-2011 FRP award will be paid no less than $11.68 per hour (and no less than $11.91 per hour beginning September 2010). The fringe benefits rate for graduate students is projected to be 14.0% during the award period. Time sheets are routed through RSPO.

c. **Consultant Services:** Consultants can only be hired using State guidelines and payment must be authorized by a standard State or Research Foundation voucher.

d. **Materials and Supplies:** All commitments for goods and services must be made by RSPO to avoid individual liability. Certain goods and services are offered through New York State contracts and must be purchased in accordance with the contracts. Such determinations will be made by the Research Foundation Fiscal Office. Funds are not approved for items which the College normally or reasonably would supply (e.g., paper clips, envelopes, etc.).

e. **Travel:** Travel reimbursement must satisfy Research Foundation regulations and will be approved only for travel that is clearly and directly related to and necessary for the research enterprise itself (as opposed, for example, to the dissemination of findings). Awardees are responsible for securing travel authorization in accordance with standard SUNY Cortland policies.

2. Reporting Requirements

FRP award recipients must submit a final report to RSPO using the 2010-2011 Faculty Research Program Report Form (Application Page 5 of 5) describing submitted and published publications, draft or final external proposals and other relevant materials resulting from the award (or absence thereof) within twelve months after the end date of their award (i.e., generally by June 30, 2012).

3. Budget Revisions

Investigators are required to obtain prior written approval from RSPO for any budget revision that falls
outside of the approved scope of the project. This includes proposed expenditures prior to the start date of the period of performance. Other budget revisions are at the discretion of the investigator.

4. **No Cost Extensions**

No-cost extensions are generally not granted. RSPO may consider extensions under exceptional circumstances but under no circumstances will such action extend the end date of an award beyond June 30, 2012. Unspent funds never constitute an exceptional circumstance in justification of an extension.

H. **FREQUENTLY ASKED QUESTIONS**

*Can I get help if something in the guidelines is unclear?*

If you have questions, contact the CRC member representing your discipline or Glen Clarke in RSPO (ext. 2511). See Page 6 for a list of current CRC members.

*I have previously received an FRP. Can I apply for a 2010-2011 FRP award?*

Yes, as long as you are eligible. It is not uncommon for a faculty member to receive multiple FRP awards based upon different research questions. The CRC considers past performance as an evaluation criterion and adheres to the philosophy that awards are not intended for continued funding of ongoing research projects.

*How many applications can I submit?*

An eligible individual may submit one FRP application in any given year.

*Can I purchase a computer or other equipment through any of these programs?*

The CRC rarely supports equipment or computer purchases through this program. Investigators should first discuss any special research needs with their division dean. Funds may be requested and used for minor pieces of equipment but not to supplant departmental funds. Personal compensation to the awardee can be expended for any legal purpose including purchasing equipment and supplies.

*What disciplines, if any, are most likely to be funded?*

FRP awards are open to all disciplines represented on campus. Because this program is specifically intended to support research, any proposal that does not describe a fundamental act of inquiry will not be considered. For the purposes of this program, research is defined as a two-step inquiry that includes both the identification of a problem or question related to a specific discipline and an investigation of the identified problem or question using methods appropriate to that discipline. In evaluating proposals, the CRC recognizes that there are differing models of research, both quantitative and qualitative, that are appropriate in each discipline. All research proposals will be considered. See Section F. FRP Proposal Review on Pages 3 and 4 of these guidelines for criteria used by the CRC in evaluating and ranking proposals.

*How much should I ask for?*

Because of the limited funds available for these programs, investigators are encouraged to apply for funding within the parameters established in these guidelines. FRP awards are generally between $1,500 and $3,500. The project design should reflect the relationship of funding available and what research efforts those funds can reasonably support.

*Will I be contacted if something is missing from my application?*

The CRC cannot guarantee that you will be contacted if your application package is incomplete. The CRC reserves the right to reject an incomplete or late application or an application that fails to respond to a required element of any section of the application packet.

*What are some of the most frequently missed items in the application package?*

Some people forget to attach a curriculum vitae and/or fail to complete citations for references cited in the narrative text.

*How do I receive personal compensation?*

Investigators should contact RSPO at extension 2511 to complete necessary personal compensation forms several weeks prior to when they expect to receive their personal compensation. Personal compensation is only paid during the summer months and is subject to a fringe benefit cost charge (currently 16.0%) and withholding taxes.

*Are there successful applications I can look at?*

Yes. RSPO maintains sample copies of successful applications approved for distribution by prior award recipients.
I. **2009-2010 SUNY CORTLAND COLLEGE RESEARCH COMMITTEE MEMBERS**

The Faculty Senate appoints faculty members to the College Research Committee giving due consideration to the major responsibilities of committee members for reviewing proposals and recommending College policy regarding research. CRC members have been successful at obtaining funding for their own research and/or have had experience reviewing proposals for an agency outside of the College (see the August 2009 online edition of the SUNY Cortland College Handbook at [http://www2/cortland.edu/offices/publications/handbook/part-one/](http://www2/cortland.edu/offices/publications/handbook/part-one/) and scroll down to Chapter 150.03, Article VII, Section D). All academic areas of the College are represented equally including: Education (E); Fine Arts and Humanities (FAH); Health, Physical Education and Recreation (HPER); Library (L); Mathematics and Science (MS); Professional staff (PS); and Social and Behavioral Sciences (SBS). CRC members serve three-year staggered terms and elect a chair for a one-year term. Assistant Vice President of Research and Sponsored Programs Amy Henderson-Harr and Associate Director of Research and Sponsored Programs Glen Clarke are ex-officio CRC members without vote. The CRC also serves as the campus peer review body for limited proposal submissions.

<table>
<thead>
<tr>
<th>Member</th>
<th>Department</th>
<th>Area</th>
<th>Email address</th>
<th>Ext.</th>
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<tbody>
<tr>
<td>Glen Clarke**</td>
<td>Research and Sponsored Programs</td>
<td>--</td>
<td><a href="mailto:glen.clarke@cortland.edu">glen.clarke@cortland.edu</a></td>
<td>2511</td>
</tr>
<tr>
<td>Peter Ducey*</td>
<td>Biological Sciences</td>
<td>MS</td>
<td><a href="mailto:peter.ducey@cortland.edu">peter.ducey@cortland.edu</a></td>
<td>2900</td>
</tr>
<tr>
<td>Amy Henderson-Harr**</td>
<td>Research and Sponsored Programs</td>
<td>--</td>
<td><a href="mailto:amy.henderson-harr@cortland.edu">amy.henderson-harr@cortland.edu</a></td>
<td>2511</td>
</tr>
<tr>
<td>Gretchen Herrmann</td>
<td>Library</td>
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<td><a href="mailto:gretchen.herrmann@cortland.edu">gretchen.herrmann@cortland.edu</a></td>
<td>2899</td>
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<tr>
<td>Bonni Hodges</td>
<td>Health</td>
<td>HPER</td>
<td><a href="mailto:bonni.hodges@cortland.edu">bonni.hodges@cortland.edu</a></td>
<td>4225</td>
</tr>
<tr>
<td>Laurie Klotz</td>
<td>Academic Computing</td>
<td>PS</td>
<td><a href="mailto:laurie.klotz@cortland.edu">laurie.klotz@cortland.edu</a></td>
<td>2500</td>
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<tr>
<td>Kimberly Kraebel</td>
<td>Psychology</td>
<td>SBS</td>
<td><a href="mailto:kimberly.kraebel@cortland.edu">kimberly.kraebel@cortland.edu</a></td>
<td>2045</td>
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<tr>
<td>Susan Stratton</td>
<td>Childhood / Early Childhood</td>
<td>E</td>
<td><a href="mailto:susan.stratton@cortland.edu">susan.stratton@cortland.edu</a></td>
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<tr>
<td>Barbara Wisch***</td>
<td>Art and Art History</td>
<td>FAH</td>
<td><a href="mailto:barbara.wisch@cortland.edu">barbara.wisch@cortland.edu</a></td>
<td>4100</td>
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</tbody>
</table>

*CRC Chair, 2009-2010.  
**Ex-officio without vote.  
*** on sabbatical leave Spring 2010
THE FACULTY RESEARCH PROGRAM (FRP) is designed to promote research among all full-time, tenure-track, teaching faculty and professional staff. Research is encouraged on the premise that active inquiry in one’s field fosters excellence. Firsthand involvement in current problems and methods of inquiry benefits all students, particularly those who go on to graduate school. The FRP provides seed money for projects that are new and likely to lead to future funded research. Awards may be used for personal compensation and/or research support, or, for those with 12-month appointments, for a replacement during the investigator’s award period. Personal compensation is payable only during the summer to utilize the minimum fringe benefits rate (currently 16.0%). Those receiving personal compensation can teach no more than one session during the summer. Because international faculty may be ineligible for personal compensation based on visa status, they are strongly encouraged to contact the Research and Sponsored Programs Office (RSPO) to discuss specific circumstances before they apply. Under no circumstances will RSPO extend any award period beyond June 30, 2012.

Name of Applicant:_________________________ Period of Performance:___________

Department:_________________________ Telephone Extension:____________

Title of Project:__________________________________________________________

Signature of Applicant:_________________________ Date:____________________

Signature of Department Chair:_________________________ Date:______________

Signature of Dean:_________________________ Date:_____________________

Applications are due in the Dean’s Office by Monday, February 1, 2010.

Applications are due in RSPO by Monday, February 8, 2010.

Projects must be completed by June 30, 2011.

A complete 2010-2011 FRP application will contain the following in this order:
- Application Page 1 of 5 (this page) signed by the applicant, department chair and dean.
- Project Abstract of no more than 200 words in language understandable to an informed layperson.
- Narrative, including all seven sections specified in Section E. 2. c. of the FRP guidelines (2-3 pages).
- References cited page (listing complete citations only for the references cited in the narrative text).
- Budget Page (Application Page 2 of 5).
- Signed Application Agreement (Application Page 3 of 5).
- Curriculum Vitae (maximum of two pages).
- Signed FRP Application Checklist (Application Page 4 of 5).
- All other applicable attachments specified on the checklist.

The College Research Committee reserves the right to reject incomplete or late applications or applications that fail to respond to a required application element.
SUNY CORTLAND
2010-2011 Faculty Research Program (FRP)
Budget Page

Proposed budget. Itemize all projected expenditures in detail. On a separate sheet, justify all items of supplies exceeding $500. All monies must be expended between July 1, 2010 and June 30, 2011 unless otherwise approved in writing by the Research and Sponsored Programs Office. Please note that approval of funds for travel reimbursement will be strictly confined to travel that is clearly and directly related to and necessary for the research enterprise itself (as opposed, for example, to the dissemination of findings).

A) Faculty Personal Compensation (not to exceed $3,000; include fringe benefits in Section C):

B) Student Salaries (Undergraduates: at least $8.60 per hour (at least $8.77 per hour beginning September 1, 2010; Graduates: at least $11.68 per hour (at least $11.91 per hour beginning September 1, 2010); include fringe benefits in Section C):

C) Fringe Benefits (Faculty: 16.0%; International Faculty: 47.04%; Undergraduates: 5.0%; Graduates: 14.0%):

D) Other:
   1) Other Personal Services (one-time payments for consultants, transcriptions, etc.; please contact RSPO for the applicable fringe rates where applicable):

   2) Travel (itemize travel, meals, lodging, etc.):

   3) Supplies and materials:

   4) Other:

GRAND TOTAL REQUESTED $______________
APPLICATION AGREEMENT
BETWEEN
2010-2011 FACULTY RESEARCH PROGRAM APPLICANT
AND
THE STATE UNIVERSITY OF NEW YORK COLLEGE AT CORLAND
COLLEGE RESEARCH COMMITTEE

The applicant understands, agrees and certifies:

1. That the State University of New York College at Cortland College Research Committee in coordination with the Research and Sponsored Programs Office may revoke this award in whole or in part at any time if the recipient’s relationship with the College ceases to exist, provided that such revocation shall not apply to any award funds obligated prior to the revocation date if such obligations were made solely for the purposes set forth in this application.

2. That the applicant has read and accepts the terms and conditions of this program as stated in this 2010-2011 Faculty Research Program (FRP) Application and in the FRP guidelines, including all applicable requirements of the Institutional Review Board and the Institutional Animal Care and Use Committee.

3. That the applicant will assure that any funds granted as a result of this application shall be expended solely for the purposes set forth in this application, and any funds not expended upon completion of the project or on the termination date of the award (whichever is earlier) shall revert back to the Research and Sponsored Programs Office.

4. That the applicant will secure advance written approval of the Research and Sponsored Programs Office prior to implementing any major changes in the project budget or scope of work as approved by the College Research Committee.

5. That the applicant will prepare and submit a final report to the Research and Sponsored Programs Office using the 2010-2011 Faculty Research Program Final Report (Application Page 5 of 5) within twelve months of the completion of the project or of the termination date of the award (whichever is earlier) specifying submitted and published publications, draft or final external proposals and other relevant materials resulting from the award (or absence thereof).

6. That all project activities and expenditures (other than preparing proposals for external funding to continue project research efforts and completing required reports) shall occur during the period July 1, 2010 through June 30, 2011 unless otherwise specifically authorized in writing by the Research and Sponsored Programs Office. Any such authorization shall not extend the end date of a 2010-2011 Faculty Research Program Award beyond June 30, 2012.

__________________________________________  __________________________
APPLICANT SIGNATURE DATE
Please verify a complete application by checking each item below as applicable. My application includes . . .

( ) 1. . . . my completed signed Application signed by my department chair and dean.

( ) 2. . . . my abstract of no more than 200 words understandable to an informed layperson.

( ) 3. . . . my narrative including each sub-header specified in § E. 2. c. of the FRP guidelines.

( ) 4. . . . references I’ve cited (i.e., bibliographical references to works cited in my narrative).

( ) 5. . . . my budget page (including an attached sheet explaining supplies exceeding $500).

( ) 6. . . . my signed Application Agreement with the College Research Committee.

( ) 7. . . . my two-page curriculum vitae.

( ) 8. . . . my signed Application Checklist (this page) and other applicable attachments specified below.

( ) 9. As shown, I have contacted each of the following as appropriate or contact is not applicable:

Yes ( ) N/A ( ) Amy Henderson-Harr of RSPO (ext. 2511) re approval for use of human research participants.¹

Yes ( ) N/A ( ) Chair, Institutional Animal Care and Use Committee (ext. 2713) re approval for use of live vertebrates (excluding human research participants).

Yes ( ) N/A ( ) Assistant Vice President of RSPO (ext. 2511) re approval for use of human body fluids.

( ) 10. I have previously received a Faculty Research Program award: ( ) Yes ( ) No

➢ If yes, I have appended any required report(s) submitted to RSPO about my most recent FRP award [Failure to include such report(s) will disqualify an application.] ( ) Report(s) attached

( ) 11. I have previously received a Summer Research Fellowship award: ( ) Yes ( ) No

➢ If yes, I have appended any required report(s) submitted to RSPO about my most recent SRF award [Failure to include such report(s) will disqualify an application.] ( ) Report(s) attached

( ) 12. I have received or will receive financial support for this project: ( ) Yes ( ) No

➢ If yes, I have attached a separate sheet detailing and listing all sources and amounts of support for this project (previous and projected). ( ) Separate sheet attached

( ) 13. This project (i.e., data collection / primary investigation) will be carried out: ( ) On campus

( ) Off campus

( ) 14. This application is a resubmission of a prior FRP application? ( ) Yes ( ) No

➢ If yes, I have addressed the previous proposal comments. ( ) Separate sheet attached

( ) 15. I understand that if I do not provide all requested information the College Research Committee may disqualify my proposal.

________________________________________  __________________________
Applicant Signature                        Date

¹ Note: Any project using human research participants for interviews, surveys, observations, or experiments must comply with SUNY Cortland’s Institutional Human Participants Policy (see http://www.cortland.edu/irb/policies.html).
2010-2011 Faculty Research Program Final Report

Due twelve months after the end date of the Faculty Research Program award.

1. Name: ____________________________________________________________

2. Department: _______________________________________________________

3. Project Title: _______________________________________________________

4. Period of Performance: _____________________________________________

5. Highlights/Challenges of Project: _____________________________________

6. Accomplishments: _________________________________________________

7. IN RELATION TO THE FUNDED FACULTY RESEARCH PROGRAM:

   a. Journal Articles Submitted (Journal; Date Submitted; Issue Published; etc.): _______________________

   b. Scholarly Presentations of Findings (Venues; Dates; Results; etc.): _______________________

   c. External Funding Proposals Submitted (Funding Source; Date Submitted; Date Awarded; etc.): _________