

-Faculty Research Release Time or Compensation Application

Purpose:

CRS supports release time or compensation for faculty involved in research. Deans may nominate faculty members for release time. The release may be spread over two semesters or used within one semester. Additionally, recipients can apply for additional funding for items including, but not limited to, supplies, travel, and other support services. Faculty release and/or compensation may span multiple-years based on an annual review. Faculty are eligible for release approval even if previously approved in another application cycle.

Faculty Applicant’s Name:

Faculty Applicant’s ID:

Faculty Applicant’s Department:

Budget Manager:

Faculty Applicant’s Dean:

Eligibility Information:

- (1) Contracted full time benefitted faculty

Graduate Faculty

Undergraduate Faculty

Both

Category of Nomination

Novice Researchers: Deans may nominate faculty who are novice researchers and have applied for release consideration and/or compensation. Upon provost approval, faculty will be provided 3-6 hours of release to pursue a research and scholarly agenda.

Experienced Researchers: Deans may nominate faculty with prior experience in research and scholarship for 2 positions of 24 hours of research release. These faculty would still be required to teach 3 hours per semester to keep them connected to students and teaching but would be allowed close to full release to focus primarily on research.

Evidence of Commitment to Research

- (1) Please attach to this application a copy of your CV demonstrating specific examples of participation in research and scholarship and contributions to the applicant’s field in these areas (e.g., evidence of previous production of articles or other scholarly material).
- (2) Please state below any additional information (not shown by your CV) that demonstrates your proven expertise/qualifications needed to conduct the proposed research (e.g., active research agenda – book contract in hand).

Brief Description of the Proposed Research:

Full Description of the Proposed Research: In narrative form and not exceeding two (2) single-spaced pages or four (4) double-spaced pages with type no smaller than 11 pt., please write your proposal in language clear to a non-specialist in the field. Include the following and submit as a separate attachment to this form:

- (a) The **background and research problem/interest/question**, including what area of interest/problem or question is to be explored, how this project supports the University's mission, the approach or line of thought to be taken, the specific program of study or research planned for the award period, and how this research relates to work of other scholars in the same general area,
- (b) The **plan and method of the proposed work**, including an overview of the planned approach, approval status from IACUC or the IRB (if applicable), specific tasks to be performed, resources and facilities needed, the projected results, and plans for pursuit of publication,
- (c) The **significance of the project**, including the nature of the general problem and the specific piece to be investigated, the relevance of the problem to the research area, and how the project is relevant to the field at large (Applicants should explain this significance explicitly and provide a well-structured rationale),
- (d) **Implementation timeline**, including when periodic reviews with your Dean to monitor progress and determine continued support will occur,
- (e) If applicable, describe plans for incorporating **student mentorship** through the research process, including expectations of how any participating students will significantly contribute to the research agenda/creative work.
- (f) A bibliography.

Anticipated Real World Impact:

Please articulate how the proposed research enhances students' competitive advantage in pursuing career opportunities, advances the university's reputation, impacts society, and applies to the industry.

Release time requested:

Budget (if applicable)

Total Compensation Amount Requested:

Rationale (e.g., extraordinary time requirements, extraordinary effort, etc.) for additional compensation:

Total Project Costs Requested:

Itemized Budget:

You must list and divide the total requested amount among each FOAPAL that you are planning to use for the research expenditures. You should use a program code of 20.

Have you received prior release or funding through a Faculty Research Release Time or Compensation Award?

Will you accept partial funding?

Applicant’s Statement of Agreement:

I agree to provide a report to the provost’s office via my dean summarizing my accomplishments mid-project and at the conclusion of the project.

I agree that any release time and/or compensation granted for this application will be utilized only for the research identified on this application.

I agree to request provost approval in order to pursue other grant funding applications (e.g., writing an external research grant proposal) if I desire to utilize awarded release time in this manner.

I agree to disseminate the knowledge of this research through peer reviewed book/article(s) publication, scholarly presentation at regional or national conferences, or presentation to the university community (e.g., a Center for Academic Development [CAD] or CRS professional development event).

Faculty Applicant’s Signature:

Date:

Budget Manager’s Signature:

Date:

Dean’s Signature:

Date:

Please attach a letter of recommendation from the dean.

Thank you for submitting an application for a *Faculty Research Release Time or Compensation* award. Within four weeks of the submission of your application and all requested documentation, the Center for Research & Scholarship will contact you regarding the acceptance of your application. Please contact the Center for Research & Scholarship at crs@liberty.edu or (434) 592-5939 with any questions or concerns.

Note: Continued support for any faculty release and/or compensation will be based on productivity as described by the below scholarship expectations.

Center for Research & Scholarship: Award Approved or Disapproved

Approved for

amount of funding

Disapproved

Comments:

CRS Signature:

Date:

Provost:

Date: