

Faculty Release Awards

The OSPR recommends submission of applications at least 2 months prior to when funds are needed due to the necessary administrative review at numerous levels and [associated processes](#).

Purpose

This award 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 multi-years based on an annual review. Faculty is eligible for release approval even if previously approved in another application cycle.

Eligibility

Contracted full time faculty, with dean approval, may apply for research release in one of the following two categories:

- **Novice Researchers:** Faculty who are novice researchers, none or minimal experience with research and scholarship, may request 3-6 hours of release to pursue a research and scholarly agenda.
- **Experienced Researchers:** Faculty with significant prior experience in research and scholarship may apply for 6 to 24 hours of research release.

Criteria

- Proven expertise/qualifications needed to conduct research (need to have finished a doctoral program or masters with a thesis). The evidence of qualifications for conducting and completing research will need to include a curriculum vitae that details this degree requirement and also provides specific examples of previous participation in research and scholarship.

- Active research agenda – evidence of the previous production of articles or other scholarly material, book contract in hand, or potential for the scholarly project to be published/presented/exhibited.
- The evidence of a well-planned active research agenda will need to include the following:
 - background and research problem/interest/question
 - a connection of the project to the university mission
 - plan and method of the proposed work (including application to IRB if applicable)
 - facilities and resources needed
 - the significance of the project
 - role of the faculty mentor and students in the research agenda (if applicable)
 - a bibliography
 - the implementation timeline
- Ability to articulate how the research agenda could impact classroom instruction or research mentorship.
- Research release time must have provost approval in order to pursue other grant funding applications (e.g., writing an external research grant proposal).

Scholarship Expectations

- Knowledge and scholarly production
 - Peer-reviewed book/article(s) publication
 - Scholarly presentation at regional or national conference
 - Presentation to university community
- Useful, not esoteric, knowledge production
 - Useful to classroom instruction
 - Potential for societal impact (e.g., Alzheimer's study)
 - Potential for industry impact
 - Enhances students' competitive advantage in pursuing career opportunities
 - Advances university reputation
- Periodic review with the dean to monitor progress and determine continued support.

Follow-Up Expectations

Faculty receiving this award will be expected to follow the reporting requirements outlined below:

The report should be submitted at the end of each semester during which the faculty receives research support – Fall, Spring, and Summer (if applicable). All of the points below will need to be addressed in the report:

- Release time awarded
- IRB Approval date
- Impact on students (research knowledge/skills conveyed, learning objectives, number of students)
- Timeline – compared to what was proposed
- Publications/Presentations
- Action steps planned for next cycle
- Any delays/deviations and explanations for why
- What work has been completed in pursuit of external grants?

Please email your summary to grants@liberty.edu and ensure your file is saved in the following format: **lastname_firstname_activitycode**.

Chair will review and provide an evaluation statement.

Sponsorship Acknowledgment

Any publication, presentation, public recital, exhibition, or other public display of faculty's work made possible through a research award must include an appropriate acknowledgment of the sponsoring department i.e. the College of Osteopathic Medicine, The Graduate School, Fulbright Program, or the Center for Academic Development.

Although no one format is required, we recommend the following: This [research, etc.] is made possible in part by support from the [grant program name], Liberty University.