I. OBJECTIVE

The mission of Boise State University’s Osher Institute Faculty Grant Program is to promote research and scholarly projects at Boise State University. A secondary objective is to engage university faculty with the Osher Institute.

II. ELIGIBILITY

A. Any full time tenured, tenure-track, or research faculty member is eligible.

B. The program is open to members of any department.

C. Each applicant must have support of his or her department chair.

D. The program is not available for clinical faculty or non-tenured faculty.

III. DETAILS OF THE PROGRAM

Grant recipients will be provided with support for their research, project, or scholarly work in the form of up to $5,000 in grant funding, to support the submitted budget. Smaller grant applications are welcome. It is acceptable for multiple applicants to collaborate on a grant application.

Grant recipients may use the grant to forward their scholarly research by any means described in the project application and approved by the selection committee. Student involvement is encouraged.

The grants are residential. It is acknowledged that there may be a need for travel related to the pursuit of a grantee’s work, but it is assumed that the majority of the grant period will be spent in residence at the university.

It is also assumed that the scholarly or creative work will be performed by the grant recipient or students under his or her direction, and not sub-contracted. In addition to pursuing their respective projects, grant recipients will be expected to make their scholarly activities accessible to Boise State University students and members of the Osher Institute. The means by which this is achieved will vary according to the nature of the project.
After completion of their project, grant recipients are expected to share the outcome of their work with the Osher Institute member audience. This may be in the form of a lecture about the project and its larger context, or in another appropriate format.

If this proposal is a component of a larger project, or preliminary work needed to justify application for a larger grant, the outcome or deliverables paid for with this grant must be clearly defined as a distinct sub-project that can be explained to the Osher Institute audience.

IV. PROCEDURES

Applicants must submit an electronic copy of their proposal to the Director of the Osher Lifelong Learning Institute at osher@boisestate.edu. All application materials are due on March 1, 2019 by 11:59 p.m.

A. PROPOSALS

Proposals should not exceed five pages (single spaced, 12 pt. font), excluding CV and letters of recommendation. All proposal materials, including CV and letters of recommendation, must be submitted via email in one file. Additional information that might be helpful to the selection committee may be placed in an appendix. Proposals must include the following:

1. Project narrative (maximum of three pages). In clear, non-specialist language, describe the project and how it relates to the program’s mission and the evaluation criteria outlined below.

2. Budget/Budget Justification/Timetable (maximum of two pages). Requests for up to $5,000 to cover project expenses may be made. Funding is intended to defray expenses related to the proposed project; it is not a stipend/course buyout. Please clearly identify other sources of funding, the amounts, and the status of that funding in the budget worksheet.

3. Current CV for the applicant (limit two pages).

4. Two letters of recommendation that speak to the merits of the project and the ability of the applicant to complete the proposed. One of the letters should come from the applicant’s department chair; each letter must include the author’s contact information.

B. EVALUATION

Proposals will be evaluated by a selection committee comprised of individuals from the Osher Institute community and the Osher Advisory Board.

The following criteria will be used to evaluate the proposed work:

- The overall merit, creativity or uniqueness of the proposal and its significance for the university and the wider community
Relative interest of the project to the Osher Institute audience

Student involvement

A suggestion of how to share the project work and outcome within the university and with the Osher Institute audience

The coherence and intelligibility of the proposal narrative

Feasibility of budget/budget justification, and a clear relationship between the budgeted expenditures and the proposal outcome

Collaboration among faculty, disciplines or colleges

Likelihood of success

Awardees will be notified by April 15, 2019.

V. FOLLOW-UP ACTIVITIES
Grant recipients must submit a brief update six months after receipt of the grant funds. In addition, and within one month of the conclusion of the grant period, the grantee must provide the Institute with a one-page summary of the grant project. Reports should be sent to the Director of the Osher Institute.

Grant recipients will define presentation format for sharing the outcome with the Osher Institute membership during the subsequent academic year.

(See budget worksheet on next page.)
Osher Lifelong Learning Institute  
Faculty Grant Budget Worksheet  
2019

Name: ___________________________________ Department: _________________________________________  

Phone: ________________________________  

Project Title: ____________________________________________  

Total Project Cost: __________________  

Amount Requested from the Osher Institute (up to $5,000): __________________  

Osher Faculty Grant Budget  

Please provide itemized list using the following format. If no funds are requested, please indicate with a zero. If your project is not viable without full Osher funding, clearly indicate this fact in your narrative.

<table>
<thead>
<tr>
<th>ITEM</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Material &amp; Supplies</td>
<td></td>
</tr>
<tr>
<td>Equipment</td>
<td></td>
</tr>
<tr>
<td>Stipend – Student Assistant</td>
<td></td>
</tr>
<tr>
<td>Travel</td>
<td></td>
</tr>
<tr>
<td>Other (please specify)</td>
<td></td>
</tr>
</tbody>
</table>

**GRANT TOTAL $________________**

Other Funding Sources

<table>
<thead>
<tr>
<th>SOURCE</th>
<th>AMOUNT</th>
<th>COMMITTED</th>
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**OTHER FUNDING SOURCES TOTAL $________________**