



CHAPMAN UNIVERSITY  
OFFICE OF RESEARCH

11/15/18

**Faculty Opportunity Fund - FAQs**

**General Questions**

**Q: What is the definition of “new” research or creative endeavors?**

A: The intent of the Faculty Opportunity Award Program is to open up new and innovative avenues of research or creative activity. If a faculty member wishes to apply for funding for a project that is related to prior scholarly or creative work, it is incumbent upon her/him to clarify in the proposal what is new about the aims or goals of the project.

**Q: Can there be two Principal Investigators or Faculty Leaders?**

A: A project can have Co-PIs or Co-Faculty Leaders. However, this does count as the single PI submission for which the faculty member is eligible.

**Q: Can collaborators be from other U.S. or foreign institutions?**

A: Yes. Collaborators from other institutions are acceptable.

**Q: I am a novelist requesting funds for research for my next novel. Because this is research, do I choose the “Arts & Humanities” application or the “Research” application.**

A: Because the funding is requested to conduct research for a creative product, the faculty member should submit under the “Arts & Humanities” category.

**Process**

**Q: What criteria will be used to evaluate the proposals?**

A: Proposals will be evaluated based on the following criteria:

- Merit of the proposed work and quality of the proposal
- The degree to which the proposed project represents a new research, scholarly or creative direction for the applicant(s)
- Feasibility that the proposed work will be completed during the award period
- Record of scholarship and expertise of the applicants
- Potential for enhancing institutional reputation
- Potential to enhance external funding (if applicable)

**Q: Who will evaluate the proposals?**

A: The overall merit of the proposed project will be evaluated by disciplinary panels of faculty reviewers, which are assembled by the Vice President for Research (VPR), Faculty Fellow, and Faculty Research and Development Council (FRDC) Chair, based on relevant expertise. The faculty review panels’ feedback will be used to inform, the VPR, FRDC Chair, and Faculty Fellow in determination of final funding approval.



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**Q: When will awardees be announced and funding available?**

A: Announcements of the awardees will occur mid-April. Funds will be released June 1.

**Q: If granted an award, how long will I have to spend the money?**

A: Awards are to be spent in 12 months with extensions granted based on special circumstances.

**Q: Will unsuccessful applicants receive feedback after the awards are announced?**

A: Because the deliberations of the peer review panels are confidential, the Faculty Fellow will provide summarized feedback in writing to unsuccessful applicants based upon general observations about what the panels discerned from reviewing the proposals. In an individual investigator wishes to receive more specific feedback, he/she may request it privately from the Faculty Fellow.

**Q: What conditions will successful awardees have to meet?**

A: Faculty Leaders/Principal Investigators of successful FOAs are required to submit a progress report on a semi-annual basis. A final report is also required. The deadlines, formats, and delivery of these reports will be provided to faculty members online. Semi-annual progress reports and the final report must note any work products (e.g., publications, presentations, displays, productions, etc.) resulting from the Faculty Opportunity Award.

**Budget**

**Q: Can funding be used to support personnel and students from other universities?**

A: The funding cannot be used to employ personnel and students from other universities.

**Q: Can funding be used to support use of core facilities at other institutions?**

A: Yes. Funds can be used for this purpose.

**Q: Can per diem be requested as part of a travel budget?**

A: Yes. Per diem is an allowable expense.

**Q: Is international travel excluded from allowable costs? What if crucial sites or collaborators are in foreign places?**

A: Foreign travel is allowed if it is fully justified and an essential part of the proposed project. Travel to conferences is not allowed, and any domestic or international travel should be solely for achieving project goals. Funds for travel also may be requested for critical collaborators to visit CU.