The Dr. George F. Haddix President’s Faculty Research Fund
Creighton University

*Application deadline: 4:30 PM, Friday, December 7, 2018*

The Dr. George F. Haddix President’s Faculty Research Fund was established to support and enhance the research and scholarly work of full-time faculty at Creighton University. Faculty are encouraged to engage students in their research and scholarship programs.

There are three opportunities for research/scholarly proposals that will be considered for support in 2019-20:

1) New investigators or initiation of a research project that represents a new direction for established faculty with the intent to build on this work and/or seek external funding
2) Scholarship of teaching/learning and/or mission-based projects
3) Interdisciplinary team-focused projects that cross two or more Creighton University schools or colleges or two or more disciplines will be a particular focus.

The intent of the one-year award is to aid the grantee to produce some kind of scholarly output (e.g., book, chapter, manuscript) or extramural submission of a grant application. When this scholarly output is published or a grant is submitted, faculty will be required to notify Sponsored Programs Administration. **Please note:** Only one no-cost extension request will be allowed.

**Eligibility**
To be eligible for a Haddix award, PIs must be full-time faculty holding one of the following appointments:
- Teaching-Research
- Clinician-Educator
- Resident/Research Faculty

Emeritus, Adjunct, Special, Visiting, Affiliate, or Contributed-Service Faculty are **not** eligible.

While all applications will be evaluated based on scientific and/or scholarly merit, priority will be given to faculty who have never received a Haddix award, those applications that include a well-defined student research component, and those applications that involve multidisciplinary teams with a clear plan to develop future extramural applications.

**Deadline and Application Format:**
Proposals must be submitted as one PDF document via email to barbarabittner@creighton.edu no later than 4:30 PM, Friday, December 7, 2018.

**Signatures**
The Principal Investigator/Project Director is responsible for obtaining the following signatures on the cover page prior to submission:
- All co-investigators
- Department chair signature for Principal Investigator/Project Director

Sponsored Programs Administration will review, sign, and obtain the Dean and Provost signatures after submission. **Please note:** A Creighton University Proposal Routing Form is **not** required for this internal submission.

**Funding**
Haddix awards are one-year awards given at three different levels:
- New investigator/new direction: $1,000 to $5,000
- Scholarship teaching/learning/mission: $1,000-$5,000
- Creighton University interdisciplinary team: up to $15,000

The number of awards given each year varies. During the past five years, 76 awards have been granted.
**Preparation of Applications**
The following documents are required in this order:

1) [Haddix Cover Page](#) (form provided)
2) Proposal Narrative (6-page maximum, font size no smaller than 11 points and margins no smaller than ½ inch)—see more information below
3) Timeline of project
4) **Budget** (form provided)
5) Budget justification (no form provided)
6) Biosketches for all key personnel involved in the project (this is an abbreviated CV that provides evidence of qualifications, previous work/experience demonstrating ability to do the project; no more than 5 pages each. [NIH biosketch format](#) may be used but is not required). It is recommended that all included biosketches be in the same format.
7) Bibliography/references cited

In addition, you may include up to two 1-page letters of support. This is optional.

No other documents or appendices are allowed.

**Proposal Narrative**
The 6-page proposal narrative should include the following:

- Proposal **Abstract** or Executive Summary (Not more than ½ page)
- **Rationale** for the project proposal that includes an explanation of the significant impact this funding will have on scholarly work
- **Description** of project aims/goals, project plan, and methods. If applicable, a short description of the use of animals or human subjects in the study should be included.
- **Evaluation plan** that demonstrates achievement of project outcomes (anticipated outcomes and benchmarks)

**Budget Restrictions**
Grant support will be considered for a broad range of requests, including the following:

- Summer salary and associated fringe benefit costs (academic year salary is not allowed)
- Research assistants and technical support and associated fringe benefit costs
- Student wages
- Equipment (if the proposal is for equipment acquisition only, there will be an expectation of matching funds from the dean of the school and/or department making the request)
- Travel
- Supplies
- Publication costs

Any use of funds requiring course release to free teaching time must have written approval of the department chair and the school or college dean.

The following expenses are not allowable in the budget:

- Faculty salaries, other than summer salary and associated fringe benefit costs
- Space
- Renovations
- Repairs
- Indirect costs
- External collaborator costs

**Project Start Date**
Grants will be awarded with an approximate start date of April 1, 2019.
Certifications
University procedures for projects involving human subjects, vertebrate animals, or biohazardous materials must be observed. Approval must be received prior to the release of funds.

Application Review Process
A faculty review committee will be established in consultation with the University Research Council and include representation from health sciences and academic affairs. The committee is chaired by the Provost.

Final Project Report Requirements
All grantees will be required to submit a brief final project report that demonstrates impact of the project and evidence of outcomes, such as presentations, posters, publications, or grant proposals. In addition, grantees will publicly share results of the funded projects at a University Research Day, with Dr. Haddix in attendance, in the spring – one year following funding.

Questions
If you have questions regarding the Dr. George F. Haddix President’s Faculty Research Fund grant process, please contact Barb Bittner at 402-280-3209 or barbarabittner@creighton.edu, or Beth Herr at 402-280-5769 or bherr@creighton.edu.