

FR&D Frequently Asked Questions 2023-2024

Who is on the FR&D committee?

The FR&D committee includes representation from the following schools as well as four members at large.

Teaching Faculty Committee Members 2023-2024

Rozana Carducci (CHAIR) rcarducci@elon.edu	Education
Ifeoma Udeh	Business
Li Li	CAS: Arts & Humanities
Will Plier	CAS: Math & Natural Sciences
Tony Reyes	CAS: Social & Behavioral Sciences
Jenny Jiang	Comm
Jack Magill	Health Sciences
Pamela Winfield	At Large
Mark Weaver	At Large
Yidi Wu	At Large
Juan Leal-Ugalde	At Large

Ex-Officio Members

Bonnie Bruno, Director of the Office of Sponsored Programs

Amy Overman, Assistant Provost for Scholarship and Creative Activity

What is the difference between research and development?

Research is scholarly/professional activity that generally leads to peer-reviewed presentation or publication of some sort. Development is professional activity that enhances growth as a scholar. Both research and development are funded by FR&D. Developmental proposals should illustrate clear connections to, and advancement of, eventual outcomes in scholarship or creative activity.

Types of funding and eligibility

- 1. Sabbatical:** Any full-time faculty member who meets the following requirements is eligible to apply for a sabbatical leave: 1) Holds the rank of Lecturer, Senior Lecturer, Assistant Professor, Associate Professor, or Professor and 2) Has completed at least five years of continuous service to the University in full-time-status.

Those eligible for sabbatical (see Faculty Handbook) may apply for a full-year, full-pay sabbatical; full-year, half-pay sabbatical; or half-year, full-pay sabbatical. FR&D offers up to two full-year, full-pay sabbaticals. Those who do not receive a full-year, full-pay sabbatical may be automatically considered for full-year, half-pay sabbaticals and half-year, full-pay sabbaticals. Sabbaticals are a funding priority of the committee.

2. **Summer Fellowship:** Any full-time teaching faculty member who has served the University for one or more years is eligible to apply for a summer fellowship. Thus, the earliest possible award would be for the summer following a faculty member's second year at the University. This award provides a stipend to conduct research and development work during the summer.
3. **Hultquist Award:** Full-time faculty may apply for a Hultquist fund summer fellowship during their first year at Elon to be used in the summer between their first and second years of teaching. Awards include, but are not limited to, research, scholarship and writing, and course development, and are typically awarded as a stipend.
4. **Financial Assistance (Research, Development and Advance Study):** All full-time teaching faculty members are eligible to apply for assistance in their pursuit of scholarly research, publications, professional development, dissertation completion, advanced study, or course work at graduate institutions.

What does "financial assistance" mean, and which FR&D categories also offer financial assistance?

Financial assistance is money awarded above and beyond regular pay or stipends in support of a variety of expenses associated with research and development activities. Examples include funds to support equipment purchases, publication fees (including the cost of images and editorial assistance), scholarly resources, workshop registration fees, and compensating research participants. Please see the Faculty Handbook (Section U27F in Grants Awarded by the Faculty Research and Development Committee) for guidance on the types of expenses that can be included in Research, Development, and Advance study requests.

- Applicants applying for any of the sabbatical categories, a summer fellowship, or a Hultquist award and who are also seeking financial assistance for their proposed research and development activities should submit their financial assistance request in the same application. Please do not submit a separate proposal for just financial assistance if you are also applying for these other categories of funding.
- FR&D also accepts applications for financial assistance only. You do not need to submit a sabbatical, summer fellowship, or Hultquist award application to request financial assistance in support of research and development activities.

Can I apply for more than one type of funding in a year?

FR&D does not prevent faculty members from applying for multiple funding categories. For example, sabbatical applicants may also apply for summer fellowships. However, proposals must be distinct.

What are the application deadlines?

Due dates for specific awards include the following for academic year 2023-2024:

Full-Year/Full-Pay Sabbatical: Monday, October 2,
Sabbaticals: Monday, October 16
All other FR&D awards: Wednesday, November 1

Checklist for submission

- Title of Proposal
- Abstract, not exceeding 250 words
- List of prior FR&D support received in past three years (if any)
- Questions 1-6, not exceeding 1500 words
- Total word count
- Name removed from application and name of file
- Budget (only if asking for financial assistance)
- Eligibility (only if applying for sabbatical)
- Record of scholarly accomplishment and consideration if not awarded (only if applying for full-year, full-pay sabbatical)

What happens after I press “submit?”

After you submit your proposal, the FR&D Committee is notified, and your proposal is available for review by members the committee. After each assigned member has reviewed the proposal, the committee will convene to discuss all proposals and make funding decisions.

How does the committee make decisions?

Decisions are made through a process of blinded peer-review by fellow faculty members. Committee members read each proposal, make notes, and give a preliminary score on a scale of 1-5. Then, the committee members meet formally to discuss the proposals and decide which are fundable. Strong proposals are clearly written, feasible, supported by evidence, clearly aligned with ongoing research, and show how the project is of benefit to the applicant, the discipline/profession, the university, and/or other groups.

When are decisions made?

FR&D decisions are typically completed by late-November. Decisions are communicated to applicants by Amy Overman, Assistant Provost for Scholarship and Creative Activity, by the end of the Fall semester.

When do I receive my funding?

Applications submitted in Fall 2023 are for projects that will be funded in Summer 2024, Fall 2024, and/or Spring 2025.

Where can I direct my questions?

If you have questions about the application process, contact the chair of FR&D committee: Rozana Carducci, rcarducci@elon.edu.