



Mission: To promote and encourage faculty research. “Research” is broadly defined and includes, but is not limited to:

- creation of new works of art in any discipline
 - interpretation, analysis, history, and criticism of any art form
 - development of research about and related to pedagogical studies in the arts
 - development of new art forms or new genres of performances and exhibitions
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The **College of Fine Arts Faculty Research Grants** complement the [University Research Committee \(URC\) Faculty Small Grant Program](#). Like the URC Faculty Small Grant Program, the CFA Faculty Research Grants are awarded on a *competitive basis* in order to stimulate and encourage faculty research. Both individual and intra/interdisciplinary group submissions are welcome. Proposals may be awarded up to \$6,000.

Faculty members must first apply for the URC Faculty Small Grant Program before they may be considered for a CFA Faculty Research Grant. ([Click here for additional information](#), including instructions for applying for a URC Faculty Small Grant Program.)

If proposals are *not* awarded by the URC, the applicant may submit the same proposal for CFA Grant consideration. We recommend that candidates save their proposal materials outside of the URC application system, as this will ease the college application process. Criteria for the CFA Faculty Research Grants are the same as for the URC Faculty Small Grant Program. If proposals are successful at the campus level, they are not eligible for the CFA grant in that particular cycle.

Maximum Award: \$6000

CFA submission deadlines: Fall Cycle, November 15; Spring Cycle, February 22.

Criteria:

- The project is significant in terms of theory, methodology, practicality and as a contribution to the applicant’s discipline.
- The project is sound in procedure, design, analysis, operation plan, and budget.
- If the project requests equipment, the equipment is essential to the research design.

- The applicant has access to adequate facilities and is competent to complete the project.
- The project will be important to the growth of the applicant.

(This is the same criteria used for the URC Faculty Small Grant Program.)

Eligibility:

- Tenured and tenure-line faculty members; career-line faculty with at least a 0.50 FTE
- Proposal for the URC Faculty Small Grant Program submitted and not awarded by the URC
- Candidates who have previously been awarded a CFA Faculty Research Grant are not eligible to re-apply until they have submitted their final report

Process:

- **Notify the Dean's Office:** Email Associate Dean Melonie Murray (melonie.murray@utah.edu) to notify the Dean's Office you have submitted a proposal for the URC Faculty Small Grant Program.
- **Chair/Director Letter of Support:** Once you receive notification that your proposal was not awarded through the URC, immediately solicit a short, signed letter of support from the Chair/Director of your department/school. * (*You must have an electronic version of this document in order to submit your proposal through InfoReady.*) Be sure that your Chair/Director is aware of the deadline for submission to the CFA.

NOTE FOR CHAIRS/DIRECTORS: The Chair/Director should consider all the grant and leave applications that their faculty are submitting each cycle/year – both inside and outside the College – in order to determine whether Department/School responsibilities will be adequately covered if all the applications are successful.
- **Submit the CFA Grant Proposal:** All application materials for the CFA Faculty Research Grant *must* be submitted via [InfoReady](#). You will be required to upload two PDF documents: the grant proposal and the chair/director letter of support. A direct link to the InfoReady application is listed on the [CFA website](#). Deadlines: Fall Cycle, November 15; Spring Cycle, February 22.
- **Notification:** All proposals will be reviewed by the CFA Grants Committee, and the committee will make recommendations to the Dean. All applicants will receive notice of the decision regarding their proposals.
- **Final Report:** Recipients of CFA Faculty Research Grants must submit a final report with the Dean's Office by June 30 of the following academic year.

*NOTE: On occasion, the URC changes their timelines for reviewing proposals. If you have submitted a proposal and have still not gotten a notification from the URC two week prior to the CFA deadline, you may proceed with requesting the Chair/Director letter of support and submitting your proposal to the CFA. Eligibility for the CFA Grant will depend on the ultimate notification of the URC.

*Note for **International Travel** – Per [University Rule R3-030D](#), all international travel participants must: *Register* their University-related travel at least 3 weeks prior to departure date, *Enroll* in University-affiliated international and emergency evacuation insurance, *Abide* by all active travel warnings and restrictions. Failure to do so will result in no reimbursement of travel related expenses and, in some cases, university disciplinary action.