

Faculty Research Support Fund

2024-2025 Guidelines

Purpose

The purpose of the Faculty Research Support Program is to assist tenure track and research faculty at Ohio University in carrying out their research, scholarship, and creative activities.

Allowable expenses include:

- Publication fees, including page charges and subvention fees
- Travel to a sponsor to secure research funding
- Emergency equipment repair or replacement
- On campus conference support

See descriptions below for more information.

This year's program allocation is \$20,000. Once the account is exhausted, no additional funding will be provided for a given fiscal year.

Eligibility

Tenure track and research faculty at Ohio University are eligible to apply.

Emeritus faculty must provide a letter from their home department attesting to the fact that they are research active and that their work will contribute to the mission of the department.

Researchers who do not hold a tenure track appointment must request special permission for consideration.

Faculty with other sources of funding must expend those funds prior to applying for this program. The Faculty Research Support Program can supplement other sources of funding.

Faculty may only receive funding from this program every other fiscal year.

Eligible Expenses

Publication Fees are limited to \$600 for journal articles and \$1,000 for books per faculty member. Publication fees can include page charges, subvention fees, costs for color printing, copyright fees for images, and indexing.

Publications with multiple Ohio University tenure-track faculty authors can be funded up to \$600 or \$1,000 for journal articles and books, respectively, total as part of a joint request.

Non-allowable expenses include advertising and promotion, dust jacket artwork, purchase of copies, and multi-author works for which the applicant only serves as the editor.

Requests for translating existing books or articles into a foreign language or republication of a previously published work may be allowed with prior approval; the application must be accompanied by a thorough justification for the need.

Travel expenses are limited to \$1,500 per faculty for the purpose of meeting with potential sponsors or negotiating a research grant or contract with a sponsor. Those traveling to secure research funding must submit a funding proposal within one year and submit a copy of the transmittal form to male-bru@ohio.edu for continued eligibility in the program.

Emergency Equipment Repair/Replacement is limited to \$1,000 per incident. This fund cannot be used to purchase computer equipment, unless the sole purpose of the computer is to run a piece of research equipment.

On-Campus conference support is limited to \$1,000 per faculty member per year. Submit the conference purpose and proposed budget.

Non-allowable requests: This program does not fund:

- Faculty salary, student stipends, conference travel of any type, grant matching funds, computers and accessories, bridge funds between grants.
- Conference travel support is not available through this program.

Payment

Unless otherwise approved, all costs must be covered by a university p-card or incurred through Bobcat Buy or Concur. Upon approval of the funding request, the applicant's department administrator will be notified and given information on how to access to the funds.

Expenses should be incurred within six months of approval of the request.

Proposal

The applicant must prepare a brief (maximum 2-page) summary of the request. The request must include:

- A description of the request, including the scope and projected outcomes.
- A budget, including detailed rationale for how the funds will be used.
- The name and email of the department administrator.

In addition, the following materials are required for publication fee and equipment replacement requests:

- **Publication fees:** supporting documentation from the publisher, e.g., letter of acceptance, page charge invoice, contract showing the subvention fee.
- **Equipment replacement:** specification sheet for piece of equipment.

Contact

Questions should be directed to Roxanne Male'-Brune, Director of Grant Development and Projects, male-bru@ohio.edu.