

CLEMSON UNIVERSITY
COLLEGE OF ARCHITECTURE, ARTS AND HUMANITIES

AAH AWARD FOR LIGHTSEY FELLOWSHIP PROGRAM

Program Rationale

Dr. and Mrs. Harry M. Lightsey, Jr. established the Lightsey Fellowship in 1999 to provide **support for junior faculty members in the humanities** in the College of Architecture, Arts and Humanities. Awards will be made from competitive proposals for **research projects**, which will advance their work in scholarship. Proposals are to be peer reviewed by the CAAH Research Committee with the final results approved by the Dean.

The grant cycle for this project is July 1, 2019 through June 30, 2020. All funds must be spent by June 1, 2020 in order for all invoices to be processed by the end of the fiscal year.

Program Description

The program is designed to provide support to early career faculty members to assist them in focusing their time and energy toward further development of their research agenda. For the current year up to two awards will be made with each selected faculty member receiving a \$4,500 research stipend. The money can be used for summer salary or for other expenses directly related to the research initiative.

Submittal Schedule

February	01, 2019	ADR announces competition
March	14, 2019	Proposals due to Department Chairs.
March	29, 2019	Chairs forward selected proposals to Associate Dean for Research (ADR)
April	05, 2019	ADR forward proposals to CAAH Research Committee.
April	26, 2019	Committee submits recommendations to CAAH Dean.
May	03, 2019	Faculty and chairs notified of proposals funded.

Eligibility

In order to be eligible for the Lightsey Fellowship, the faculty member must:

- 1) Be on tenure track at the university (pre-tenure);
- 2) Have established a clear research agenda that will advance his or her stature within his or her discipline; and
- 3) Submit a two-page proposal detailing the specific nature of the research or creative project to be undertaken, including an explanation of its significance and feasibility (see below);
- 4) **All submissions should be sent in electronic form to your department chair, who will forward them with comments to the Associate Dean for Research and Graduate Studies;**
- 5) Previous Lightsey Award recipients are eligible to reapply after a one-year lapse between awards as long as they continue to meet the above criteria.

Application Procedure and Submittal Format

Eligible faculty will submit proposals to his or her **department chair**, and after the department chair reviews he/she will forward eligible proposals to the CAAH Research Committee. The CAAH Research Committee will evaluate and rank the proposals and forward their recommendations to the Dean's Office. The Dean's Office will make the final determination of which faculty members will receive a Lightsey Fellowship based on recommendations of the Research Committee and budgetary considerations.

Guidelines for Proposal Narrative Development

Proposal submissions should include a two-page (maximum) narrative and a two-page (maximum) curriculum vitae. Double-space all text in the project narrative. Format all documents using 12-point Times New Roman Font, one-inch margins on 8 ½ x 11 inch paper size. Single space is appropriate for titles, headings, footnotes, quotations, references, and captions, as well as all text in figures, charts and graphs. The proposal narrative **must** include the following sections with headings:

1. **Project Title:** Should clearly identify Lightsey Fellowship and the research topic. **Lightsey Fellowship:** _____
2. **Faculty Member Name:** Please include full name and title.
3. **Proposal Narrative:** Should describe the work to be supported by the grant, the purpose of the project and how it connects to the faculty member's broader research interests in the discipline.
4. **Expected Outcomes:** Under this sub-heading, describe the expected outcome(s) of your project in terms of scholarship output, peer-reviewed publication(s), design/creative artifact(s) and/or student involvement.
5. **Timeline:** State a timeline for the project, from beginning to completion.
6. **Detailed Budget:** Provide an itemized budget; detailing all amounts budgeted including travel, supplies, as well as an explanation of any matching funds secured. If this grant is to be used in conjunction with other sources of support, indicate clearly whether these funds have been secured, or are anticipated
7. **Teaching Load:** Provide teaching load during the academic year.
8. **Curriculum Vitae:** Provide a current two-page resume for all participating investigators.
9. **Report:** If the applicant has received a grant from the Lightsey Fellowship in the past, they must also submit that grant's research outcomes report. A fillable form can be found [here](#).

Selection Criteria

Proposals will be evaluated based on the following criteria:

1. Feasibility, clarity, and specificity of the proposed project and its significance to the discipline/profession.
2. Potential for the outcome(s) to be submitted for peer-review at the national/international level, and/or to advance the faculty member's stature within his or her discipline. Acceptable outcome(s) include books, book chapters, journal articles, peer-reviewed conference paper presentations, gallery exhibits, peer-reviewed artifacts, design competition submittals, performances, or proposals developed to seek research funding from external sources. This list is non-exhaustive.

3. Role of the project in faculty member's department and CAAH's research agenda.

Projects that are focused exclusively on teaching, service or service learning will not be considered. The project does not have to be finished within the project period, but an indication of specific progress must be detailed.

Outcome Assessment and Required Reporting

Prior to July 31, 2020, the faculty member must submit a [report](#) to the Associate Dean for Research and Graduate Studies detailing the status of the project. Failure to submit an activity report or to produce acceptable outcomes will jeopardize eligibility for future funding through this program.

All funding for this round must be spent by no later than June 1, 2020. This time frame requires that all research trips be completed and funds expended in time to be processed by the end of the fiscal year, June 30, 2020.