



College of Arts & Sciences
Research Support Services
202 Life Sciences East
Stillwater, OK 74078
405-744-6683; Fax: 405-744-3285

M E M O R A N D U M

TO: Department Heads

FROM: Ronald A. Van Den Bussche
Associate Dean for Research

DATE: January 3, 2014

RE: **FY 2015 A&S Summer Research and +1 Supplement Program**

Eligible CAS faculty are invited to apply for the college's FY 2015 Summer Research (ASR) and +1 Supplement Program. Guidelines for these programs are included with this memorandum.

Arts and Sciences Summer Research (ASR) Program Specifics

The ASR program provides faculty with one month of summer salary support during July or August 2014. Faculty members who have two-months of summer support during June, July, or August 2014 from any source are not eligible to apply for the ASR program. Faculty are also ineligible if they have received ASR funding within the last three consecutive fiscal years (FY12, FY13, and FY14). If in doubt, have them check with Tory.

A deliverable must be identified in the application. Deliverables may include, but are not limited to, a journal article, paper for conference presentation, book chapter, art exhibition, musical composition, or a proposal to an external sponsor. The ASR statement of deliverable will be due October 15, 2014 unless the faculty member receives a +1 supplement for travel. If awarded both, the ASR and +1 statement of deliverable is due August 15, 2015.

+1 Supplement Program Specifics - DO NOT APPLY FOR UNLESS APPLYING FOR THE ASR

Funds for the +1 Supplement are intended for research-related travel. Faculty applying for +1 supplemental funding must prepare a justification for the travel on a separate page and attach it to the ASR application. Examples of eligible research-related travel include, but are not limited to, presenting at a conference, visiting a research archive, or going to a meet with a program officer. Travel funds will be available on July 1, 2014 and must be spent within a year or by June 30, 2015.

ASR and +1 proposals should be submitted to you for ranking; therefore, it is important to set an earlier departmental deadline with your faculty. Department Heads are asked to submit all proposals as one package to Tory Lightfoot, Research Support Services, 202 LSE, by **noon, Friday, January 24, 2014. This deadline is firm.**