Professional Development Grant Mechanism Guidelines

Applications for each mechanism below with additional details and specifications are available under the ‘Forms’ heading of the Faculty/Staff Handbook.

**Small Grants (up to $1000)**

Professional Development Grants may be for small, large, or group projects related to teaching, research, or service. The maximum award is $1,000 per year per individual. Individuals may pool their awards for a group project. Please submit an electronic copy of the application form to the chairperson of the Professional Development Committee. There are two deadlines per year for submitting grants: March 1 (for projects to be conducted at any time during the next fiscal year, July 1 to June 30) and October 1 (for projects to be conducted between January 1 and June 30 of the current fiscal year). Awards will be announced no later than one month prior to the start of the grant period. The committee may consult your department chair or other individuals about the merits of your proposal.

**Junior Faculty Quick Start Grant (up to $15,000)**

The Mansfield campus sponsors a competitive Junior Faculty Seed Grant program. This competition is primarily intended to assist new Assistant Professors initiating their research careers. The grants provide financial support to encourage new initiatives in research and other scholarly activities by The Ohio State University at Mansfield faculty. The term “research” is meant to encompass all areas of scholarly and creative endeavor appropriate to the university. Proposals submitted to this program may request up to $15,000, plus graduate research associate tuition and fees for a period of approximately 12 months. The deadline for submitting to the Professional Development Committee is March 1. An important objective of the Junior Faculty Quick Start Grants is to support preliminary work that will contribute to the strength, competitiveness, and success of proposals seeking extramural funding. We also seek to provide critical support for research in areas for which extramural funding is not available. Only full-time, regular tenure-track faculty are eligible as principal investigators for Junior Faculty Seed Grant projects.

**Mansfield Campus Seed Grant (up to $8,000)**

The Mansfield Campus Seed Grant competition is primarily intended to provide financial support for faculty members who are developing a research project that will increase the chances of obtaining external funding in the future. The program will provide financial support to encourage new initiatives in research and other scholarly activities by Ohio State University at Mansfield faculty. The term “research” is meant to encompass all areas of scholarly and creative endeavor appropriate to the university. Proposals submitted to this program may request up to $8,000. The deadline for submitting to the Professional Development Committee is March 1. Up to three seed grants will be awarded each year: one each in the areas of Arts/Humanities, Education/SBS, and Math/Sciences. The primary objective of this seed grant program is to support preliminary work that will contribute to the strength, competitiveness, and success of proposals seeking extramural funding.

Only full-time, regular tenure-track faculty are eligible as principal investigators for Seed Grant projects. Not eligible are (a) persons holding part-time, term or other temporary appointments; (b) lecturers, clinical or adjunct faculty, research associates, post-doctoral appointees, or graduate students; and (c) those who have received a Junior Faculty Quick Start Grant (as a principal or co-principal investigator) in the last four years. No more than one proposal will be accepted from each Principal Investigator. The use of students in proposed projects is encouraged, if appropriate.

Proposals will be reviewed by the Professional Development Committee and, if needed, by a representative from the department or college level. The Professional Development Committee will make recommendations to the Assistant Dean, who will make the final funding decisions and notification of the Mansfield Campus Seed Grant awards.

This document is kept current by the Professional Development Committee.
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