

Call for Proposals
USI New Harmony Outreach and Engagement Fellowships
2012-2013 Academic Year

Application Deadline: November 4, 2011

The University of Southern Indiana Historic New Harmony program announces the call for proposals for the USI New Harmony Outreach and Engagement Fellowship for the 2012-2013 academic year. Funding for this program is provided by USI Outreach and Engagement to promote outreach and engagement activities in New Harmony. Fellowships are available for projects that will engage faculty and/or students in learning experiences in New Harmony, while being beneficial to the town. Projects may take the form of applied research, service learning, technical support, consulting, internships or co-ops, class projects or other activities that are designed to produce a product or outcome that is mutually beneficial.

Funding is to be made available up to a maximum of \$20,000 per year. It is expected that up to four awards may be made each year. Funds are to be awarded on a competitive basis. The application deadline will be early November of each year. Project guidelines and applications are available at www.newharmony.org, click on "Explore," "New Harmony Outreach and Engagement Fund."

Examples of subject areas for study might include:

- Small town sustainability
- Market analysis
- Audience research
- Business development
- Housing analysis
- Small school education modeling
- Sociological aspects of aging communities
- Science education

Eligibility

1. Eligible applicants include faculty holding full-time, tenured, or tenure-track positions and faculty pursuing terminal degrees and working toward tenure-track status.
2. Recipients of the "Excellence through Engagement Summer Research Fellowship" (SRF) are not eligible to receive a concurrent USI New Harmony Outreach and Engagement Fellowship.
3. Applicants must have an identified New Harmony partner and the proposed project is to be designed and completed in consultation with the staff of Historic New Harmony.
4. Projects should have specified outcomes that are measurable upon completion of the project.

Award Information

The fellowship awards will be announced at the spring faculty meeting in January. Recipients will receive half of the award in January, with the remainder paid out upon project completion. Acceptance of the fellowship implies that the recipient will complete the project during the next

academic year, with a report and presentation to interested stakeholders, including Historic New Harmony, due no later than June 30, 2013.

Allowable Activities (Definition of Research)

The USI New Harmony Outreach and Engagement Fellowship program provides support for faculty projects that have demonstrated benefits to both the University and the town of New Harmony.

Selection Process

Up to four USI New Harmony Outreach and Engagement Fellowships will be awarded during each academic year. Using the evaluation criteria outlined below, the New Harmony Outreach and Engagement Fund Committee makes recommendations to the Associate Provost of Outreach and Engagement who will make the final awards.

Application Instructions

1. Complete the USI New Harmony Outreach and Engagement Fund Fellowships Application Cover Page (below).
2. Attach a project description addressing the following criteria:
 - a. Demonstrate the **scholarly significance** of the project by addressing one or more of the following: the scholarship of teaching, engagement, discovery, or integration. Set the proposed project in the framework of other scholarship in the discipline and establish its importance and/or originality.
 - b. Document the **benefit** of the project to **New Harmony**. Identify a person and/or organization in New Harmony with whom you will partner on this project. Identify specific organizations, businesses, programs, or populations which will benefit directly and indirectly from this project. Describe how the knowledge and/or outcomes will be disseminated.
 - c. **Describe the project**. Clearly explain the objectives of the proposed project, the methods you will use, and the expected measureable outcomes. Use language easily understood by readers from other disciplines.
 - d. **Describe how the project will be completed** with the available resources and within the time allowed. Provide a detailed budget and note any other available funding that may be used in conjunction with this Fellowship. Note in the proposal if a budget is not required, due to no project expenses. A budget template is attached for your use.
 - e. **Describe any funding challenges** that make it difficult to fund this research through other means.
3. The project description is limited to five double-spaced pages using a type font no smaller than 12 point.
4. The project must be approved by the dean of the applicant's college prior to submission. The dean's signature should be included on the application cover page.
5. Submit the original signed application cover page and project description, and one electronic copy of each to Missy Parkison, Community Engagement Manager, Historic New Harmony, P.O.

Box 579, New Harmony, IN 47631 or mparkison@usi.edu no later than 4:30 p.m. on November 4, 2011.

Award Criteria: Only proposals that include all required information as outlined in this “Call for Proposals” will be eligible for consideration. Eligible applications will be reviewed by the NHOE Fund Committee. The committee will include the Associate Provost of Outreach and Engagement, the Director of Service Learning, the Director of the Center for Applied Research, the Director of Historic New Harmony and one representative from each of the colleges to be named by the college deans. The Director of Historic New Harmony will chair the committee. Be sure to develop a proposal that can be evaluated by committee members not in your field of study and to include the following:

1. Scholarly significance to the field.
2. Impact to USI’s Historic New Harmony program and/or the town of New Harmony.
3. Feasibility of the project’s completion or development within the project period.

First time recipients will receive priority consideration

For questions or additional information contact:

Missy Parkison, Community Engagement Manager, Historic New Harmony, 812.682.4488, mparkison@usi.edu.

**New Harmony Outreach and Engagement Fund Fellowships
2012-2013 Academic Year**

Budget Template

Category	Amount
Personal Stipend	
Travel (mileage, hotel, meals, etc)	
Supplies (consumables, etc)	
Student Worker Fees	
Surveys, copies, mailing costs	
Please detail other expenses below:	

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This Application Cover Page must be attached to the submitted proposal

Name and professorial rank _____

Year of initial appointment _____ Year of tenure-track appointment _____

Expected date for completion of terminal degree _____

Department _____ Phone _____ Email _____

Project Title: _____

Check one:

I have never received fellowship/grant funding (external or internal) for salary, including release time, for research or scholarship.

I have previously received the following salary support, including release time (titles and year(s) received) for research or scholarship. (Attach a separate sheet for additional research).

1.

2.

This research will involve the use of (check all that apply): Animals Humans

Funding for this research will be used (check all that apply): to pay for research costs

as a personal stipend

Agreement:

If awarded a New Harmony Outreach and Engagement Fellowship,

I agree to these conditions:

1. Accepting this Fellowship obligates me to return to USI for at least one complete year of service. If I do not do so, I am obligated to reimburse USI for all compensation paid under the Fellowship.
2. The research will be completed during the 2012-2013 academic year and a report and presentation of findings will be given to regional stakeholders by June 30, 2013.
3. Any publication resulting from the research funded by this New Harmony Outreach and Engagement Fellowship shall include an acknowledgment of this source of support.
4. Prior to initiating significant changes in the research project as proposed, I will seek approval for those changes from the Historic New Harmony Director.

Applicant Signature

Date

Dean Signature

Date

**USI New Harmony Outreach and Engagement Fellowships
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Application Submission Checklist**

Did you;

- Completely fill out the Application Cover Page?
- Make the proposal less than 5 double spaced pages, with a font no smaller than 12 point?
- Check the eligibility requirements?
- Clearly identify the partner who will support your project and benefit from your research?
- Clearly mark if you will be using the award as a personal stipend and/or to pay for project expenses?
- Include a detailed budget with all appropriate costs such as stipend amount, travel expenses, supplies, student worker fees, mailing fees, survey and copy costs, etc?
- Is the application clearly written so the cross-discipline team of readers can evaluate the:
 - Project description and goals
 - Scholarly significance
 - Partner Benefits
 - Funding challenges this project faces?