



October 1, 2008

To: Tenured, Tenure-Track, and Clinical-Track Faculty
From: David C. Perry, Director and Professor, Great Cities Institute
Re: Great Cities Faculty Seed Fund Competition 2009-2010

I am pleased to announce the Great Cities competition. Any questions concerning the Great Cities Faculty Seed Fund (GCFSF) should be directed to Joseph Hoereth, Great Cities Institute at 3-3377.

DEADLINE AND COPIES REQUIRED

An ORIGINAL and SIX (6) copies of the full GCFSF application should be submitted by 4:00 PM on FRIDAY, January 16, 2009 to Joseph Hoereth, Great Cities Institute, Suite 400, CUPPA Hall (412 South Peoria Street), M/C 107. Decisions are expected to be made at the beginning of April, 2009.

Application forms may be obtained from your respective colleges or by calling 6-8700. *Because of the volume of applications, meetings regarding individual proposals will not be scheduled. We will, however, gladly answer phone inquiries.*

ELIGIBILITY

Tenured, tenure-track, and clinical-track faculty are eligible for a GCFSF award.

CRITERIA

The GCFSF will provide support for projects that reflect the goals of UIC's Great Cities program. Historically, we have been able to support approximately one third of the proposals. This means that successful applications have to meet the highest standard on all or most of the following criteria:

1. Engaged research *that not only add to our base of urban knowledge and the teaching of our students, but also portends an impact on the great cities of the world of which Chicago is one.*
2. Projects that actively involve and identify external constituencies not only in the Chicago metropolitan area, but in urban areas in other "great cities" throughout the state, the nation and the world (Involvement must consist of more than serving as passive research subjects).
3. Interdisciplinary projects.
4. Projects with the potential of generating significant external support, or, alternatively, extremely meritorious projects for which external support is difficult to obtain.

5. Research with the potential of involving students through projects of service learning
6. Projects that will result in grant applications through the Great Cities Institute.
7. Projects in one of the Great Cities priority areas of (1) healthy cities, (2) communities or urban development, (3) governance: local, urban and/or regional, or (4) other key areas of engaged research, and international/transnational aspects of cities are highly valued.
8. Projects with potential implications for public policy development.

A list of recently funded projects can be viewed at
http://www.uic.edu/cuppa/gci/fellows_and_scholars/faculty_seed_fund.htm

FORMAT OF APPLICATION

1. GCFSF application form.
2. Summary statement of proposed project: 1 page.
3. Project description, background and workplan: 5 pages maximum, exclusive of literature references, tables or drawings.
4. Significance of proposed project and plans for future funding: 1 page.
5. Budget.
6. Itemized budget justification: 1 page.
7. Information critical to evaluation of the proposal such as copies of survey instruments or letters from collaborators may be submitted.
8. Short vita and list of relevant publications and grants: 2 pages.

Number all pages consecutively following the above list. Proposals should be written in language understandable to members of the GCFSF review board in related disciplines. **Do not exceed the allowable number of pages.**

BUDGET

Request the minimum amount of funds that will allow you to conduct the project. Itemize the budget request and justify clearly each item. GCFSF funds are very limited; we are unable to support large requests. **Generally awards are made in amounts ranging from \$2,000 to \$5,000. No awards are given in excess of \$5,000.**

All salaries and expenses directly related to the project are allowable. In general, allowable expenses include consumable supplies, required travel, and necessary equipment.

- **The seed fund does *not* pay for faculty salaries, but will support other project staff or students.**
- **Equipment requires a 50% match.**

State funds are used to support the GCFSF awards. All funds must be used during the fiscal year; the state will reclaim unused funds after June 30, 2009. Award recipients should inform the business officer of their respective academic units to make sure that guidelines for utilizing state monies are accommodated.



GREAT CITIES FACULTY SEED FUND PROPOSAL 2009-2010

PLEASE TYPE OR PRINT ALL INFORMATION

Key words describing my proposal: 1) _____
2) _____
3) _____
4) _____
5) _____

PROJECT TITLE: _____

PRINCIPAL INVESTIGATOR (Print): _____

Signature: _____

TITLE/RANK: _____ UIN : _____

COLLEGE: _____ DEPT.: _____ M/C: _____

PHONE: _____ FAX: _____ E-MAIL: _____

COLLABORATORS: (One principal investigator must be noted on the application. Identify co-investigators as collaborators; include a signed letter detailing their responsibilities).

Name and Department _____

STATEMENT FROM DEPARTMENT/UNIT HEAD:

All necessary space and supplies that are not requested in this application have been made available in the department. This is also to confirm that the Principal Investigator is a tenured, tenure-track, or clinical-track faculty member in my department.

DEPARTMENT/UNIT HEAD (Print): _____

Signature: _____ Date: _____