

## **Guidelines for Faculty Research Grant Applicants** **Effective July 1, 2020**

### **1. Purpose**

- 1.1 To promote your project.
- 1.2 To form the initial seed for external grant or refereed publications.

### **2. Narrative Sections & Headings**

#### **2.1 Abstract**

One paragraph (<100 words) describing your proposed project, including:

- a clear and concise statement of topic/problem presented
- stage of research to date
- scope of work to be performed
- timeline for execution of entire project, should your FRG be awarded
- expected outcome(s) (e.g., monograph, scholarly article, or external grant proposal).

#### **2.2 Background**

Detail how the above described project is related to your own and other individuals' scholarship in the field. (Reference to your bibliography is appropriate).

#### **2.3 Contribution & Method**

Explain how the project will advance scholarship in your field as well as any further impact it may have across disciplines and/or in direct application. Consider including:

- research methods and materials;
- past, current or proposed collaborations;
- elaboration of scope and stage of work;
- any form of external support for this project that you have received, applied for, or for which you intend to apply.

#### **2.4 Conclusion**

Make a concise argument that you will achieve your stated short-term intended outcomes for this project and that those outcomes are critical to your career, your discipline, and to Fordham. Tie this argument to your outcome:

- For an article, reiterate the target journal(s) for the publication(s) and any further presentations or hoped for ramifications;
- For an external fellowship or grant application, please provide the request for proposal (RFP);
- For a book, reiterate whether you already have a contact or identify your targeted/interested publisher(s) and your timeline to completion.

#### **2.4 Bibliography**

List your own publications that are relevant to this project and the essential titles or materials of other scholars upon whose work you will either build or to which you seek to present alternatives.

### **3. Other**

- 3.1 No more than 1500 words (not including bibliography).
- 3.2 Must be sufficiently specific, detailed and scholarly to satisfy reviewers from within your discipline, but clear, concise and accessible enough to be understood by the majority of reviewers who will be from outside your discipline.