

2018 FAITH & JUSTICE RESEARCH GRANT

Proposals are now being solicited for the **2018 LMU Faith & Justice Research Grant**. Faith & Justice Research Grants are awarded to continuing tenured and tenure-track faculty whose research 1) **SPECIFICALLY** addresses the integration of faith and social justice, or 2) focuses on issues of social justice in a secular way. **Five grants of \$4,000** are available this academic year.

Please follow the grant application procedures in this document, paying careful attention to key dates. Contact our office prior to the deadline date if you cannot download or print out the application. Applications that are incomplete, late, or do not conform to the printed guidelines and instructions will not be considered by the Faith and Justice Research Committee.

All application materials must be emailed as a pdf to ofd@lmu.edu. Proposals must include the following items to be considered complete:

APPLICATION CHECKLIST:
<p>Applicant:</p> <ul style="list-style-type: none"><input type="checkbox"/> Faith & Justice Research Grant Application<input type="checkbox"/> Project Narrative - (three pages, single-spaced)<input type="checkbox"/> Signed Grant Condition Form <p>Chair:</p> <ul style="list-style-type: none"><input type="checkbox"/> Confidential Letter of Recommendation delivered to the Associate Provost for Faculty Affairs, Dr. Deena Gonzalez, UH 4820. Must be sealed completely and signed across the envelope flap. <p>Professional Peer:</p> <ul style="list-style-type: none"><input type="checkbox"/> Confidential Letter of Recommendation delivered to the Associate Provost for Faculty Affairs, Dr. Deena Gonzalez, UH 4820. Must be sealed completely and signed across the envelope flap.

Award recipients will be required to submit a final report of their grant activities. If you have any questions about these application procedures, contact the Office of Faculty Affairs at ext. 8-5459 or ofd@lmu.edu.

2018 FAITH & JUSTICE RESEARCH GRANT OVERVIEW

Loyola Marymount University's Mission Statement commits the University to the service of faith and the promotion of justice. At LMU, when we link faith and justice, we refer primarily to a biblically inspired concern for the marginalized, for those whom the Hebrew Scriptures refer to as "the widow, the orphan, and the stranger in the land" and their contemporary counterparts on the margins of our society.

In 1975, meeting in solemn assembly, the Jesuits from around the world determined that the hallmark of any ministry deserving the name *Jesuit* would be its "service of faith" of which the "promotion of justice" is an absolute requirement. Jesuit education is noteworthy for the way it provides to students, faculty, staff, and administrators an opportunity to move, in freedom, toward a mature and intellectually adult faith. This includes enabling them to develop a disciplined sensitivity towards the suffering of our world and a will to act for the elimination of unjust social structures that cause suffering.

Most of the world's religions share similar concerns and take action for justice as central to their faith. Moreover, there are also crucial secular visions for justice. Scholars in every discipline are confronted with issues that involve questions of justice.

This grant was created to embody a commitment to justice in LMU's academic ethos. In 2001, an annual grant competition was established with the goal of encouraging faculty to integrate issues of faith and justice – or an understanding of justice consistent with the LMU Mission – into their research. **The purpose of this grant opportunity is to enable faculty to think more profoundly about the issues at the heart of our Mission.**

Awarded to LMU tenured and tenure-track faculty, the Faith and Justice Research grant proposals must **SPECIFICALLY** address:

- 1) research questions related to the service of faith and the promotion of justice as defined in LMU's mission statement, or
- 2) research questions that focus only on issues of social justice.

Applicants must clearly state how the proposed research project supports these goals. Those applications that fail to address them explicitly will not be considered by the reviewing Committee.

Tangential connections to faith and justice are *not* sufficient for consideration. Only research projects with a primary focus on one of the two above goals will be considered. Applicants are encouraged to contact the Committee before submission, if there are any questions about the suitability of a potential project.

2018 FAITH & JUSTICE RESEARCH GRANT TIMETABLE

October 27, 2017	Submittal Deadline: All application materials must be emailed as a pdf to ofd@lmu.edu by 5:00 PM.
November 3, 2017	Two Confidential Letters of Recommendation. One from the applicant's Chair and one from a professional peer must be emailed to Deena Gonzalez, Associate Provost for Faculty Affairs, by the deadline date.
December 1, 2017	Faith & Justice Research Grant awards announced.
December 8, 2017	Submit in writing letter to accept or decline award to Deena González, Ph.D., Associate Provost for Faculty Affairs , University Hall, Suite 4820.
Late April 2018	Initial payment of 80% of the grant amount is funded through payroll.
September 7, 2018	Internal Summer Grant final report and cover sheet , signed by Applicant and Chair (if applicable) are due to your Dean . Within 10 days, the Dean's office should forward the final report and cover sheet to the Faith and Justice Research Committee Chair in care of the Office of Faculty Affairs (UH 4820).
Late October 2018	Final 20% of grant funds disbursed through payroll following approval of final report by Dean and FJRC Chair.

2018 FAITH & JUSTICE RESEARCH GRANT GUIDELINES

ELIGIBILITY:

- ♦ Faith and Justice Research Grants are awarded only to **continuing full-time, tenured or tenure-track faculty**.
- ♦ Applicants must hold a terminal degree (Ph.D., Ed.D., or M.F.A.) at the commencement of the grant period.
- ♦ If a recipient fails to sign his or her contract with the University for the following academic year, the grant will be automatically revoked.
- ♦ Faculty members are **eligible to apply every other summer**. If, as a continuing faculty member you were awarded a 2017 Faith and Justice Research Grant, you will be ineligible to apply for a 2018 Faith and Justice Research Grant. You may apply, however, to one of the other 2019 LMU Internal Summer Grant competitions.
- ♦ Faculty taking a sabbatical may apply for a Faith and Justice Research Grant either the summer before or the summer after. Grant proposals must clearly delineate how the sabbatical project is distinct from or augmented by the Faith and Justice Research Grant.
- ♦ The Faith & Justice Research Committee entertains only one (1) application from an individual per academic year.

FUNDING:

- ♦ The award is **\$4,000**. Eighty percent of the grant (\$3,200) will be awarded through payroll in late April 2018. The remaining 20% (\$800) will be awarded in late October 2018, upon receipt and approval of a satisfactory final report.
- ♦ Submit in writing a letter to accept or decline the award to **Deena González, Ph.D., Associate Provost for Faculty Affairs**, University Hall, Suite 4820.
- ♦ Faculty may only accept **one LMU internal grant** each summer. In addition, faculty may not accept another internal or external grant for the same project.
- ♦ If two faculty members agree to work on a joint project, grant funds will be split.
- ♦ Please note that grant-related receipts are no longer accepted. Please consult your tax advisor regarding the deductibility of your un-reimbursed receipts.

RESEARCH PROJECT:

- ♦ Grants are awarded for **original research or professional creative work** to be conducted **during the summer months** and are intended to cover costs incurred. Requests to use this grant during other times of the year are rarely considered and must be approved by the Faith and Justice Research Committee.

2018 FAITH & JUSTICE RESEARCH GRANT APPLICATION

FOR CONTINUING TENURED AND TENURE-TRACK FACULTY

All entries on this cover sheet MUST be typed.

I. APPLICANT INFORMATION

Name: _____
Academic Rank: (check one) Assistant Professor Associate Professor Professor
College/School: _____ Dept.: _____
Campus Building: _____ Suite/Room#: _____
E-mail Address: _____ Campus Phone: _____

II. CURRICULUM VITAE INFORMATION (3 PAGES)

Attach a curriculum vitae that includes a list of pertinent publications, performances, exhibits or films.

III. LETTERS OF RECOMMENDATION (2)

Applicant must request a recommendation letter from his/her department Chair and from an internal/external professional peer, addressing the relevance of the project to the stated goals of the grant. **Please note that letters of support may not be submitted by peers directly involved in the proposed project.** Letters must be submitted directly to the Office of Faculty Affairs, UH 4820, by the deadline date and must be sealed completely and signed across the envelope flap.

IV. PREVIOUS FUNDING INFORMATION

If you have received internal or external funding for any projects in the past five years, please state the funding source, project title(s) and year(s) funded. Indicate whether any of these prior projects are related to the proposed project. Provide complete citations of any resulting publications or presentations.

No Previous Funding

Project Years:	Related to Project?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Funding Source:			
Project Title:			
Publication/Presentation/Creative Work:			

Project Years:	Related to Project?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Funding Source:			
Project Title:			
Publication/Presentation/Creative Work:			

Project Years:	Related to Project?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Funding Source:			
Project Title:			
Publication/Presentation/Creative Work:			

Project Years:	Related to Project?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Funding Source:			
Project Title:			
Publication/Presentation/Creative Work:			

V. PROJECT NARRATIVE

Provide a title and a project description with the six headings listed below, addressing all items **in specific order**. The narrative should speak to an educated lay audience.

- ♦ Use ***TIMES NEW ROMAN***, 12-point font or higher with one-inch margins on 8.5 x 11 inch paper. Please number your pages.
- ♦ Project narrative must not exceed three **single-spaced pages**.
- ♦ An additional bibliography page listing references/citations pertinent to the project may be added as a fourth page.
- ♦ No other attachments or supplementary materials of any kind may be included.
- ♦ ***FAILURE TO MEET THESE GUIDELINES WILL DISQUALIFY THE APPLICATION***

1. **PROJECT DESCRIPTION:** ***BRIEFLY*** describe your project. State your research question(s) and goal(s) defining any terms specific to your discipline. Clearly state how the questions are related to issues of faith and/or social justice.
2. **FAITH AND JUSTICE:** (a) Describe how issues of faith and social justice inform your project in a manner that is consistent with the Mission of LMU and the stated goals of the grant or, (b) describe how your project promotes an understanding of social justice that is consistent with the Mission of LMU and the stated goals of the grant.
3. **LITERATURE REVIEW:** Include an annotated literature review, or the equivalent in your discipline, that places your proposed research project in the context of other scholars or artists who have examined issues of faith and/or social justice. An attached bibliography is not a substitute for a literature review. Discuss the relevant works in a narrative format.
4. **METHOD:** Describe your methodology, i.e., your approach to the project. Since methodologies differ widely across and within the disciplines, describe your methodology clearly and thoroughly. Also, address the theoretical framework for the project.
5. **TIMELINE OF PROJECT:** Describe your work plan including a project start date and projected timeline. State specifically what will be the tangible outcome at the end of the grant period.
6. **PLAN FOR DISSEMINATION:** Describe precisely your plans for the dissemination of your research or exhibition of your creative work, citing specific scholarly conferences, names of journals, galleries, performance venues, etc.
7. **SIGNIFICANCE OF YOUR WORK:** State the expected contribution of the project to your field of inquiry. How will it add significantly to the existing body of knowledge and lead to a better understanding of faith and social justice?

LMU INTERNAL SUMMER GRANT CONDITIONS

Please read the following items carefully. Sign this form in **blue ink** to signify your consent of the grant conditions and include it with your 2018 LMU Internal Summer Grant Application.

Your application will not be considered unless all items are initialed and signed.

Initial	Grant Condition
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_____ I understand that **I may accept only one 2018 LMU Internal Grant**. In addition, if my application for an LMU Internal Grant is funded and I accept another grant for the same summer project (internal or external), I understand that I must relinquish the LMU grant.

_____ I understand that the funding of a 2018 LMU Internal Grant requires that I sign and return a valid contract for full-time teaching at LMU for the 2018-2019 academic year.

_____ If my research involves Human Subjects, I agree to submit an IRB protocol to LMU's Institutional Review Board, which requires approval on or before the start date of my project.

_____ If my project uses animal subjects, I agree to submit a protocol for the Institutional Animal Care and Use Committee (IACUC), which requires approval on or before the start date of my project.

For IRB applications and additional information on "Human Subjects and Animal Health & Welfare" please visit the Office of Research and Sponsored Projects website at: <http://academics.lmu.edu/orsp/> and follow the appropriate links.

I have read and agreed to all of the above LMU Internal Summer Grant Conditions.

Applicant's signature

Date

2018 FAITH & JUSTICE RESEARCH GRANT

FINAL REPORT COVER SHEET

Attach a final report addressing the four points listed below. The report must be typed and no longer than two pages, using one-inch margins. Sign the cover sheet, obtain your Chair's signature, if applicable, and submit the final report and cover sheet to your **Dean** by **September 8, 2018**. Within 10 days, the Dean's office will route the final report to the Faith and Justice Research Committee Chair in care of the Office of Faculty Affairs (UH 4820) for approval and signature.

- 1. Name:** _____
Department: _____
Project Title: _____
Completion Date: _____

2. Please address the following four points in your report:

- a. State the original project.
- b. Provide a description of the work done on the project.
- c. Provide an appraisal of the relationship between the results anticipated and those obtained.
- d. Describe any future outcomes for the research project you have just completed. Note any anticipated publications, conference presentations, continuing research, LMU faculty seminars, screenings, and/or exhibitions.

3. Approval of final research report: *

- | | |
|--|--------------|
| 1. Applicant's Signature: _____ | _____ |
| | Date: |
| 2. Chair's Signature: _____ | _____ |
| | Date: |
| 3. Dean's Signature: _____ | _____ |
| | Date: |
| 4. Faith & Justice Research Committee Chair's Signature: _____ | _____ |
| | Date: |

* If approval is denied, please attach a separate sheet and cite specific reasons for the denial.