

2018 LMU INTERFAITH FORUM COURSE DEVELOPMENT GRANT

Proposals are now being solicited for the 2018 **LMU Interfaith Forum Course Development Grant**. The Interfaith Forum Course Development Grant is available to continuing tenured/tenure-track faculty. This Summer Grant is given in conjunction with the annual BCLA Spring Interfaith Forum, and is meant to expand the LMU course offerings in the area of interfaith relations. The grant is for **\$5,000** and may be split between two faculty members. The grant recipient(s) will teach the course that has been developed in the Spring 2018 (preferred) or Fall 2018 semester, and then regularly after that if possible.

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 accepted or considered by the BCLA Interfaith Forum 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"/> LMU Interfaith Forum Course Development Grant Application<input type="checkbox"/> Proposal Narrative - (750 words, double-spaced, 11 pt. font, 1 inch margins)<input type="checkbox"/> Curriculum Vitae - (3 pages maximum)<input type="checkbox"/> Signed Grant Condition Form <p>Chair:</p> <ul style="list-style-type: none"><input type="checkbox"/> Chair's signature of approval sent to the Associate Provost for Faculty Affairs, Dr. Deena Gonzalez, UH 4820.

For any questions about the application, contact the chair of the BCLA Interfaith Forum Committee: Holli Levitsky (email: Holli.Levitsky@lmu.edu). You may also contact the Office of Faculty Affairs at 8-5459 or ofd@lmu.edu

2018 LMU INTERFAITH FORUM COURSE DEVELOPMENT GRANT TIMELINE

October 27, 2017	Submittal Deadline: Application must be submitted via email to ofd@lmu.edu by 5:00 PM
November 3, 2017	Chair's signature of approval must be sent directly to Deena González, Ph.D., Associate Provost for Faculty Affairs , University Hall, Suite 4820 by 5:00 pm.
December 1, 2017	LMU Interfaith Forum Course Development Grant award announced.
December 8, 2017	Submit via email, a signed letter to accept or decline award to Deena González, Ph.D., Associate Provost for Faculty Affairs, at DGonzale@lmu.edu .
Late April 2018	Initial payment of 80% of the grant amount is funded through payroll.
September 7, 2018	Internal Summer Grant cover sheet signed by the Applicant and Chair along with full course syllabus are due to your Dean .
Late October 2018	Final 20% of grant funds paid out when the report is submitted and when the course is scheduled for Spring or Fall 2018.

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ELIGIBILITY:

- ♦ The LMU Interfaith Forum Course Development Grant is awarded to continuing tenured and tenure-track faculty.
- ♦ Tenured/tenure-track faculty members may include a full-time term faculty as co-applicant if the term faculty co-applicant has signed a contract for the following academic year.
- ♦ Faculty taking a sabbatical leave may apply for the LMU Interfaith Forum Course Development Grant.

FUNDING:

- ♦ The award is **\$5,000**. 80% of the grant (\$4,000) will be awarded through payroll in late April 2018. The remaining 20% (\$1,000) will be awarded after receipt of the signed final report (due September 7, 2018) and after the course has been scheduled to be taught in Spring 2018 (preferred) or Fall 2018.
- ♦ Submit via email a signed letter to accept or decline award to Deena González, Ph.D, Associate Provost for Faculty Affairs, at DGonzale@lmu.edu.
- ♦ Faculty may only accept **one LMU internal grant** each summer.
- ♦ If two faculty members agree to work on a joint project, grant funds will be split evenly.

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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. PROPOSAL NARRATIVE (750 WORDS, DOUBLE-SPACED)

Include a narrative description of the proposed course. **Use 11 point font or higher with one-inch margins on 8.5 x 11 inch paper.** Please number your pages.

In your proposal describe the ways in which the course you envision will address interfaith relations between at least two faith traditions (e.g., Judaism and Islam; Buddhism and Jainism; Christianity and Hinduism). Proposals may focus on historical relationships, on contemporary issues, or on comparing the practices and beliefs of one religious tradition with the practices and beliefs of another religious tradition. Approaches may include a wide variety of disciplines and methodologies (social scientific, comparative literature, depictions in media, etc.).

III. CURRICULUM VITAE (3 PAGES)

Attach a curriculum vitae that includes a list of pertinent publications, performances, exhibits, or films. Include also a list of previously taught courses that might be relevant to the proposed course.

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 Summer Grant.**

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

_____ I understand that I am to work closely with my department chair to ensure that the course I am developing through the LMU Interfaith Forum Course Development Grant is included in the Spring 2018 (preferred) or Fall 2018 schedule of classes.

_____ I understand that for assessment purposes, the Interfaith Forum Committee may ask to see the portion of the Faculty Service Report (FSR) that elaborates the course.

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

Applicant's signature

Date

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FINAL REPORT COVER SHEET

Attach a final report addressing the points listed below. The report must be typed Sign the sheet, obtain your Chair's signature and submit the final report, and full course syllabus to your **Dean** by **September 8, 2018**. Within 10 days, the Dean's office will route it to the BCLA Interfaith Forum Committee Chairs for approval and signature.

1. **Name:** _____
Department: _____
Course Title: _____
Completion Date: _____

2. **Please provide a copy of the full course syllabus. Consult the LMU Center for Teaching Excellence for syllabus requirements.**

3. **Approval of final report: ***

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| 1. Applicant's Signature: _____ | Date: _____ |
| 2. Chair's Signature: (This signature indicates the Chair's willingness to schedule the course Spring 2018 or Fall 2018.) _____ | Date: _____ |
| 3. Dean's Signature: _____ | Date: _____ |
| 4. BCLA Interfaith Forum Committee Chair's Signature: _____ | Date: _____ |

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