



## ACTI Faculty Fellowship Application 2020-2021 Academic Year

### ACTI Mission

The Academy of Catholic Thought and Imagination (ACTI) at Loyola Marymount University is a community of scholars who work in dialogue with the Catholic intellectual tradition by developing, critically examining, communicating, or otherwise engaging the rich resources of Catholic thought and imagination, especially as it is informed by Jesuit and Ignatian spirituality. The Academy serves as a hub for scholarship, interdisciplinary research, innovative pedagogy, and creative outreach across LMU's campus, in the southwest United States and beyond.

### Proposals

ACTI Fellowships provide faculty with opportunities *to complete a substantial research/creative project or to concentrate effort at a critical phase of a research/creative project that is consistent with the mission of the Academy of Catholic Thought and Imagination*. Such projects may take diverse forms: developing, critically engaging, expanding, adding to, questioning, or explaining aspects of the Catholic intellectual tradition or its various concerns; entering into dialogue with Catholic thought or imagination from the perspective of a different faith tradition or no faith tradition; using the resources of the Catholic tradition to understand and respond to pressing contemporary issues; developing a creative work in dialogue with the imaginative and intellectual framework of the Catholic tradition, and so forth.

The ACTI seeks proposals from faculty from across all of the University's Colleges and Schools. Those interested in the ACTI Fellowship **should**:

- be willing to work with others across disciplines in collaboration on projects that are in dialogue with the Catholic intellectual tradition
- interact with other Academy Fellows
- participate in ACTI events and encourage others to join them
- publish their research and/or projects in a manner appropriate to their disciplines and credit ACTI's support in their publication
- present their research and/or projects to the LMU community in consultation with the ACTI Director. The presentation must take place within the academic year of their appointment.

ACTI Fellows are released from a substantial portion of their regular responsibilities during the fellowship semester. Each ACTI Fellow will receive a course release from one 3- or 4-unit course. Release from University and Departmental service as appropriate must be negotiated with your department chair and dean.

### Eligibility Criteria

- Full-time tenured or tenure-track faculty in any LMU School or College
- Chairs of Departments are ineligible during their terms

- A faculty member is eligible to receive a Faculty Fellowship only once during any three-year period. Thus, if awarded a Fellowship for the fall 2017 semester, a recipient would be eligible to receive a Fellowship again in spring 2021.
- Faculty taking a sabbatical may apply for a Faculty Fellowship during the semester immediately before or after a regularly scheduled sabbatical. However, grant proposals must clearly delineate how the sabbatical project is distinct from or augmented by the Faculty Fellowship.

## Application Process & Deadlines

Please follow the grant application procedures in this document, paying careful attention to key dates. Contact the Academy 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 ACTI Fellow Committee.

1. Applications are due **Friday, April 24, 2020** no later than 5pm to the ACTI Office, UH 4404B. They may also be emailed to Emilou Reyes at [emilou.reyes@lmu.edu](mailto:emilou.reyes@lmu.edu).
2. The ACTI Fellow Committee will make the final decision and will inform the recipient and the recommending Chair by **Friday, May 8, 2020**.

### APPLICATION CHECKLIST:

**Applicant, please provide one copy of the following:**

- ACTI Fellow Application Cover Sheet
- Project Proposal Narrative (no more than two pages, single-spaced)
- Copy of Curriculum Vitae
- Evaluation form completed and signed by your department Chair and Dean.

If you have any questions about these application procedures, contact Emilou Reyes, Senior Administrative Coordinator, Academy of Catholic Thought and Imagination, at 310.338-7759 or at [emilou.reyes@lmu.edu](mailto:emilou.reyes@lmu.edu).

# Application Cover Sheet

FOR CONTINUING TENURED AND TENURE-TRACK FACULTY

All entries on this cover sheet MUST be typed. **Do not staple.**

## I. APPLICANT INFORMATION

Name: \_\_\_\_\_

Desired Semester for \_\_\_\_\_

Remission: \_\_\_\_\_

(check one)  Fall 2020

Spring 2021

Academic Rank: \_\_\_\_\_

(check one)

Assistant

Professor

Associate Professor

Professor

College/School: \_\_\_\_\_

Dept.: \_\_\_\_\_

Campus Building: \_\_\_\_\_

Suite/Room#: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Campus Phone: \_\_\_\_\_

## II. ACADEMIC VITAE INFORMATION

Highest Degree: \_\_\_\_\_

Year: \_\_\_\_\_

Institution: \_\_\_\_\_

## III. PREVIOUS FUNDING INFORMATION

If you have received internal or external funding for any projects in the past 5 years, please state it below and 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?**

**Yes**

**No**

**Funding Source:** \_\_\_\_\_

**Project Title:** \_\_\_\_\_

**Publication/Presentation/Creative Work:** \_\_\_\_\_

**Project Years:** \_\_\_\_\_

**Related to Project?**

**Yes**

**No**

**Funding Source:** \_\_\_\_\_

**Project Title:** \_\_\_\_\_

**Publication/Presentation/Creative Work:** \_\_\_\_\_

**IV. CONDITIONS:** Extramural teaching at another college, university, academic, or educational program is not allowed during the fellowship semester.

# PROJECT PROPOSAL NARRATIVE

Provide a title and a project description with the five headings listed below, addressing all items **in specific order**. Since scholars from many fields will be evaluating the submissions, the proposal should be written free of academic jargon.

- 1. TITLE AND PROJECT DESCRIPTION:** A description of your project. State research question(s) and goal(s), defining any terms specific to your discipline. Include any ways that your project is in dialogue with other disciplines.
- 2. SIGNIFICANCE:** Discussion of the significance of the project in relation to the Catholic intellectual tradition and to your own field.
- 3. METHOD:** The methodology or approach to the project should be outlined.
- 4. TIMELINE OF PROJECT:** A detailed timetable for completion of the project should be provided. This should identify the current stage of the project and a realistic statement of what can be accomplished during the project period.
- 5. STATEMENT:** A clear statement regarding either the likelihood of completing a significant project for publication *OR* how the fellowship will allow the recipient to devote concentrated effort during a “critical” phase in a scholarly or creative project. *Further, preference will be given to applicants who can show how this project will be incorporated into classroom activities and work with students.*

## Format Criteria

- ♦ Project narrative must not exceed **2 single-spaced pages (but can be shorter)**.
- ♦ An additional bibliography page listing references/citations pertinent to the project may be added as a 3<sup>rd</sup> page.
- ♦ Use 11-point font or higher with 1-inch margin on 8½ x 11-inch paper. Please number your pages.

***Please attach a copy of your current Curriculum Vitae.***

**I. CHAIR EVALUATION for ACTI Faculty Fellow Application**

The following is to be completed by the Department Chair of the applicant.

**Name of Applicant:**

**Name of Chair:**

**Desired Semester  
for Remission:**

*(check  
one)*

Fall 2020

Spring 2021

I have reviewed the applicant's research/special project and acknowledge that it is, in my opinion, significant enough to warrant consideration for this Fellowship and that it is of relevance to the mission and vision of the Academy of Catholic Thought and Imagination.

**Comments:**

**Chair's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

*Dean Signature*

*The Dean's signature below indicates that she or he is aware of this submission and that he or she is aware that the applicant, if selected, will be released from some teaching responsibilities.*

**Dean's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_