

2019 LMU INTERFAITH FORUM COURSE DEVELOPMENT GRANT

Proposals are now being solicited for the **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 a course that has been developed for the Fall 2019 or Spring 2020 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 the application. Applications that are incomplete, late, or do not conform to the guidelines and instructions will not be accepted or considered by the BCLA Interfaith Forum Committee.

To submit your application, please contact Monica Rios, Faculty Affairs (monica.rios@lmu.edu) or x86529 for access to BOX submission folder (Interfaith Forum Course Development Grant 2019).

All application materials (including the grant condition form with chair's signature) must be uploaded to BOX by 5:00 PM on the submission February 15, 2019. Proposals must include the following to be considered complete.

APPLICATION CHECKLIST:

Applicant:

- LMU Interfaith Forum Course Development Grant Application
- Proposal Narrative - (750 words, double-spaced, 11 pt. font, 1 inch margins)
- Curriculum Vitae - (three pages)
- Grant Condition Form with department chair signature

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 Monica Rios within the Office of Faculty Affairs at 8-6529 or monica.rios@lmu.edu.

2019 LMU INTERFAITH FORUM COURSE DEVELOPMENT GRANT TIMELINE

February 15, 2019	Submission Deadline: All application materials (including one recommendation letter) must be uploaded to BOX by 5:00 PM.
April 1, 2019	LMU Interfaith Forum Course Development Grant award announced.
April 15, 2019	Accept award via e-mail (monica.rios@lmu.edu) by 5pm.
May 15, 2019	Initial payment of 80% of the grant amount is funded through payroll.
September 6, 2019	Internal Summer Grant cover sheet signed by the Applicant and Chair along with full course syllabus are due to your Dean .
Late October 2019	Final 20% of grant funds paid out when the report is submitted and when the course is scheduled for Fall 2019 or Spring 2020.

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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.
- ♦ Faculty are eligible to apply every other year.

FUNDING:

- ♦ The award is **\$5,000**. 80% of the grant (\$4,000) will be awarded through payroll in late April 2019. The remaining 20% (\$1,000) will be awarded after receipt of the final report (due September 6, 2019).
- ♦ Accept award via e-mail (monica.rios@lmu.edu) by April 15, 2019 at 5pm.
- ♦ 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 to signify your consent of the grant conditions and include it with your 2019 LMU Internal Summer Grant Application.

Your application will not be considered unless all items are initialed and an original signature given.

Initial	Grant Condition
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_____ I understand that **I may accept only one 2019 LMU Internal Summer Grant.**

_____ I understand that the funding of a 2019 LMU Interfaith Forum Course Development Grant requires that I sign and return a valid contract for full-time teaching at LMU for the 2019-2020 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 Fall 2019 or Spring 2020 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

Chair'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 6, 2019**. 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: *

1. Applicant's Signature: _____

_____ Date:

2. Chair's Signature: (This signature indicates the Chair's willingness to schedule the course Fall 2019 or Spring 2020.) _____

_____ 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.