

San José State University
Emeritus and Retired Faculty Association (ERFA)
Faculty Research and Creative Activity Award AY 2023-2024
REQUEST FOR PROPOSALS (RFP)

1. **Purpose:** The SJSU Emeritus and Retired Faculty Association (ERFA) Faculty Research and Creative Activity Award was created in 2014 to support scholarly research and creative activity that advance the careers of faculty applicants. The award, now in its tenth year, is intended to support research, creative activity, virtual conference attendance, and/or acquisition of equipment related to scholarly and creative endeavors.
2. **Eligibility:** Tenure-track faculty, Tenured faculty, and lecturer faculty with more than 6 years of continuous service to SJSU. Priority will be given to those applicants who have not received an ERFA Faculty Research and Creative Activity Award in prior review cycles.
3. **Award:** This award provides funding for up to two (2) awards; up to \$2500 provided to each awardee in a Tower Foundation account.
4. **Application Deadline:** Proposals are due by Wednesday, December 6, 2023 at 5 PM.
5. **Application Procedure:** Applicants must submit: 1) the Cover Page and 2) a one-page summary which must include: a description of the proposed project activities and timeline; and an itemized budget and justification (up to \$2,500). In addition, 3) a current Curriculum Vitae must be submitted. Proper clearance from appropriate review committees (IRB, Institutional Animal Care and Use Committee) must be obtained, as needed. The application materials (the Cover Page with Chair's signature, one page summary, and CV) must each be submitted and uploaded to this link:

[ERFA Fall 2023 Application](#)

If you need assistance with your electronic submission, please contact Angelica Camino in the Center for Faculty Development at angelica.camino@sjsu.edu.

Announcements about the awards will be made by the end of March 2024.

6. **Review Procedure:** The Emeritus and Retired Faculty Association (ERFA) Board of Directors will convene a sub-committee of the Board that will make recommendations to the Emeritus and Retired Faculty Association Board for final approval. Incomplete applications will not be considered.
7. **Evaluation Criteria:** The sub-committee will consider proposals based on:
 - The project's demonstrated contribution to knowledge and scholarship in the applicant's discipline;
 - The significance of the project to the discipline; and
 - The applicant's ability to carry out the proposed project.
8. **Other Conditions and Requirements:**
 - Awardees will prepare an end-of-the-year report summarizing outcomes of the proposed research which must be submitted to the ERFA Board no later than June 30, 2025.

For more information about the ERFA Faculty Research and Creative Activity Award, please contact Lucy McProud, Chair of the ERFA Faculty Research & Creative Activity Award AY 2023-2024, at lucy.mcproud@sjsu.edu

08/14/2023