



2009-2010 LAUC Research Grant Proposal Call and Calendar – REVISED March 12, 2010

To: LAUC members

From: Michael Yonezawa, Chair, LAUC Research and Professional Development (R&PD) Committee

Date: March 10, 2010

RE: 2nd Call for Mini and Presentation Grant Proposals, 2009/2010

The LAUC Committee on Research and Professional Development (R&PD) is pleased to issue a 2nd call for LAUC Mini and Presentation Grant fund requests for 2009/10. The detailed revised calendar below indicates important dates for submission and evaluation of proposals.

The purpose of the grants is to support research and professional activities by LAUC members. The Mini and Presentation Grants aim to encourage librarians to develop research ideas or provide travel funds to present a paper or poster. Members of LAUC may apply for one or both types of grants. The amount of funding for both the Mini-Grant and the Presentation Grant is \$500 Maximum. The priority for funding is as follows: 1) Research Grants, 2) Mini-Grants, 3) Presentation Grants.

Research funds allow University of California librarians a unique opportunity to engage in scholarly research and creative activity that enhances our contributions to the University and our profession. Assistance in preparing a grant and lists of previously funded projects are available from your divisional research committees, who are always willing to help in the development of new research projects. The "Research" page on the LAUC website features several helpful documents:

The complete Guidelines and documentation are available here:

<http://www.ucop.edu/lauc/committees/rpd/resguide-rev.html>

Specific documentation for the LAUC Mini-Grants and Presentation Grants Program are available here:

<http://www.ucop.edu/lauc/committees/rpd/LAUC%20Minigrants%20Program.doc>

The R&PD page on the LAUC website features additional helpful background documentation:

- What Types Of Research And Research-Related Projects Has LAUC/UCOP Funded Or Not Funded In The Past?
http://www.ucop.edu/lauc/committees/rpd/resguide-rev.html#Appendix_A
- Complete list of previously funded projects, with several proposals linked as examples
<http://www.ucop.edu/lauc/committees/rpd/recipients/recipients.php>

Please note that **one** paper copy (with the required signatures) **AND** an email copy of your proposal must be submitted to the Chair of your divisional research committee by **March 22, 2010** in order to allow the local Research & Professional Development committees to review your proposals. **Divisional committees MAY grant a few additional days up to the FINAL SUBMISSION DEADLINE of March 31, 2010.**

The R&PD Committee may send reminders of impending deadlines during the 2009/2010 review cycle, but we urge any LAUC member who is considering a research project to become familiar with the timetable and to adhere to the deadlines listed below.

See the following documents and forms for important additional information:

- Proposal Checklist and Evaluation Worksheet http://www.ucop.edu/lauc/committees/rpd/resguide-rev.html#Appendix_B
- Research Grants for Librarians Program Cover Sheet <http://www.ucop.edu/lauc/committees/rpd/rescover.doc>
- Supplemental Budget Information Sheet (There is also a sample version of this document available on the Web showing how to fill in this form) http://www.ucop.edu/lauc/committees/rpd/supplemental_budget_info.doc

NOTE: Be sure to download the cover sheet, guidelines and checklist.

Funding for projects approved by the R&PD Committee and the Office of the President will be available **July 1, 2010**. Projects should be planned for implementation after that date.

Remember that you may request funds to cover the cost of a replacement so that you may take time off to do your research. The level and length of this replacement is negotiated individually on a case-by-case basis. If your proposal includes replacement funding, this must be discussed with your immediate supervisor, AUL and University Librarian prior to the submission of the request, and the University Librarian must sign on the paper copy of the cover sheet to approve release time. [Affiliated librarians not reporting to a University Librarian should follow these procedures with their equivalent administrators.]

LAUC Research and Professional Development Calendar 2009/2010

By Date	Action	Who
October 26, 2009	Call for proposals distributed.	LAUC R&PD Committee Chair
Periodically (roughly monthly) set milestone weeks	Reminders sent to local divisions During this time, Divisional Committees consult, advise, and encourage proposals.	Divisional Committee members and/or Divisional Committee Chair
November 24, 2009	Final call for proposals distributed.	LAUC R&PD Committee Chair
Periodically (bi-weekly or monthly) set milestone weeks	Reminders sent to local divisions. During this time, Divisional Committees consult, advise, and encourage proposals.	Divisional Committee members and/or Divisional Committee Chair
January 8, 2010	Proposals due to Divisional Committee Chairs.	Grant Applicants
January 9 - 29, 2010	Divisional Committees review proposals from their campuses. Provide feedback, mentoring and informal assistance; get revised proposals from	Divisional Committees Grant Applicants

	applicants.	
By January 29, 2010	Mail 1 paper copy of each proposal (with signatures), and email another copy (as attachment) to LAUC R&PD Committee Chair.	Divisional Committee Chairs
By February 1, 2010	Posts proposals from all campuses for LAUC R&PD committee members to review on committee's wiki.	LAUC R&PD Committee Chair
Week of March 1, 2010 or thereabouts	Meet via ReadyTalk for first review of proposals.	LAUC R&PD Committee
By March 2, 2010 (estimated)	Questions (clarifications, additions to proposals) e-mailed to applicants.	LAUC R&PD Committee Chair
March 10, 2010	2nd Call for LAUC Mini and Presentation Grants distributed	LAUC R&PD Committee Chair
March 22, 2010	Email copy of revised proposal submitted to LAUC R&PD Committee Chair.	Grant Applicants
By March 22, 2010	2nd Call Mini and Presentation Grants proposals due to Divisional Committee Chairs.	Grant Applicants
March 22 – 31, 2010	Divisional Committees review 2nd Call proposals from their campuses. Provide feedback, mentoring and informal assistance; get revised proposals from applicants.	Divisional Committees Grant Applicants
By March 31, 2010 (estimated)	Posts revised proposals for LAUC R&PD Committee members to review on committee's wiki.	LAUC R&PD Committee Chair
March 31, 2010	Post 2nd Call Mini and Presentation Grant proposals for LAUC R&PD Committee members to review on committee's wiki.	LAUC R&PD Committee Chair
Week of April 12, 2010	Make final decision on all proposals via ReadyTalk.	LAUC R&PD Committee
April 19, 2010	Final recommendations to UCOP.	LAUC R&PD Committee Chair
May 21, 2010 (estimated)	UCOP notifies LAUC R&PD Committee Chair of their decisions.	UCOP
May 28, 2010 (estimated)	Grant recipients announced to membership.	LAUC R&PD Committee Chair
June 1, 2010	Grant recipients receive official notification of grant awards.	LAUC R&PD Committee Chair
July 1, 2010	Grants funded.	UCOP/local campus business offices

On behalf of the Research & Professional Development Committee, I encourage you to consider applying for a grant through this program, and we look forward to reading your proposals.

Michael Yonezawa

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