



**DEPARTMENT OF PSYCHOLOGICAL SCIENCES**

**APPLIED PSYCHOLOGY CENTER**

**Kent State University  
Department of Psychological Sciences  
Applied Psychology Center  
Kent, Ohio 44242**

## **Introduction**

The Applied Psychology Center (APC) was established in 1986 by an Academic Challenge Award from the Ohio Board of Regents. The Center is dedicated to helping solve and understand socially significant problems facing society. A major goal of the APC is to promote scholarly psychological research and practice concerning applied problems by improving student training and enhancing faculty expertise in these areas. By facilitating faculty and student psychosocial research and directing these efforts toward problems of social significance, the APC seeks to catalyze the research and discovery process and foster applied scholarship. Our goal is to motivate researchers to consider, foster, and advance the applied value of their work.

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## Criteria for Receipt of APC Resources

1. **Applied nature.** Projects should attempt to identify, understand, and solve psychological problems of social significance, which is defined broadly. The goals of the projects must be realistic and tangible. Emphasis will be placed on the applied value of works as well as the methodology and constructs.
2. **Potential for theoretical advancement.** Projects should advance theoretical knowledge through the dissemination of research results and should promote scholarly psychological research. This can include expansion of an already existing theory or the development of a new research idea. In other words, heuristic value will be considered an important characteristic of a potential project.
3. **Social value.** Projects should address issues of social significance and have the potential for positive impact on the community. Although the links between the project and problems of social significance need not be direct or immediate, the links must be established in the proposal.
4. **Likelihood of extramural funding.** Receipt of APC resources will be dependent on demonstration of the likelihood of receipt of external funding. It is expected that the procedures for obtaining extramural funding concur with a project's inception. The amount of the grant will also be a consideration.
5. **Likelihood of publication.** The likelihood of publication is a desirable attribute for proposals. Factors to be considered are sound research design, relevance to contemporary psychological issues, and potential for significant contribution to the science of psychology.
6. **Integration in programmatic research plan.** It is desirable that projects interrelate with a comprehensive research plan. Projects that might initiate a new line of research will also be encouraged.
7. **Ethical standards.** All work must follow the ethical standards of the APA. These can be found in "Ethical Principles of Psychologists."
8. **Commitment.** We request that research findings be shared with others in a public forum (e.g., workshop, colloquium, conference, etc.).

### Note

Not all criteria need to be met for each proposal. In addition, the grant size will be less of a consideration for junior faculty and faculty entering new areas of interest.

# Mechanism Information Tables

Application Deadline	Program	Amount Available
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*Special Events*

Due Dec. 1 <sup>st</sup>	Psychology Forum (temporarily suspended)	\$20,000
	Psychology Forum Course Release	\$2,565
Due Sep. 1 <sup>st</sup> & Dec. 1 <sup>st</sup>	Visiting Scholar Program	\$2,500

*Competitive Support Programs for Faculty*

Due Apr 1 <sup>st</sup>	Collaborative Research Award	\$15,000
Due Apr. 1 <sup>st</sup>	Early Career Faculty Fellowship	\$2,565
Due Apr. 1 <sup>st</sup>	Faculty Fellowship (Fall)	\$2,565
Due Sep. 1 <sup>st</sup>	Faculty Fellowship (Spring)	\$2,565
Due Dec. 1 <sup>st</sup>	Grant Development Research Award	\$15,000
Due Sep. 1 <sup>st</sup>	Multi-Term Grant Development Award	\$1,500 (x 4 terms)
Due Feb. 15 <sup>th</sup>	Summer APC Fellowship	\$7,500
Due Sep. 1 <sup>st</sup>	Undergraduate Fall Fellowship	\$2,200
Due Dec. 1 <sup>st</sup>	Undergraduate Spring Fellowship	\$2,200
Due Apr. 1 <sup>st</sup>	Undergraduate Summer Fellowship	\$3,000

*Noncompetitive Support Programs for Faculty*

Due Anytime	Community Research Fellowship	\$2,500
Due Anytime	Consultation Award	\$1,000
Due Anytime	Faculty Travel for Consultation	\$500
Due Apr. 1 <sup>st</sup>	Publication Productivity	\$100-\$350
Due Anytime	Small Research Award	\$500
Due Anytime	Symposia Sponsorship	\$300
Due Anytime	Under-Researched Population Award	\$2,500

*Support Programs for Graduate Students*

Due Anytime	Graduate Student Matching Grant	\$500
Due Apr. 1 <sup>st</sup>	Graduate Student Research Fellowship (Fall)	\$1,000
Due Sep. 1 <sup>st</sup>	Graduate Student Research Fellowship (Spring)	\$1,000
Due Apr. 1 <sup>st</sup>	Graduate Student Under-Researched Population Award	\$1,000

**Application Deadline   Program**

February 15<sup>th</sup>

Summer APC Fellowship

April 1<sup>st</sup>

Collaborative Research Award  
Early Career Faculty Fellowship  
Faculty Fellowship (Fall)  
Publication Productivity  
Undergraduate Summer Internship  
Graduate Student Research Fellowship (Fall)  
Graduate Student Under-Researched Population Award

September 1<sup>st</sup>

Faculty Fellowship (Spring)  
Graduate Student Research Fellowship (Spring)  
Multi-Term Grant Development Award  
Undergraduate Fall Internship  
Visiting Scholar

December 1<sup>st</sup>

Forum  
Forum Course Release  
Grant Development Research Award  
Summer Faculty Fellowship  
Undergraduate Spring Internship  
Visiting Scholar

Anytime

Community Research Fellowship  
Consultation Award  
Faculty Travel for Consultation  
Graduate Student Matching Grant  
Small Research Award  
Symposia Sponsorship  
Under-Researched Population Award

# IMPORTANT NOTE!

## Deadlines for Competitive Awards

The APC competitive awards have specified deadlines listed in each description as well as on the summary on page 5. Applications received by these deadlines are guaranteed full review. ***However, faculty may submit applications after these deadlines have passed.*** Late applications will be considered, though are less likely to be approved. This is due to “on time” applications taking priority, but also due to practical considerations (e.g., course scheduling and budgeting). If a late application is received and is deemed meritorious by the APC Advisory Committee but is not awarded due to practical considerations, the faculty member will be encouraged to re-submit the application for consideration in the next cycle for that mechanism. Such a resubmission will result in that application being considered as a new application (neither given higher nor lower priority relative to other competing submissions).

Faculty who are considering a late submission are **strongly encouraged** to contact the APC director in advance to explore the likelihood of a successful result, given the timing. Faculty should also be prepared to provide a compelling rationale for the acceptance of a late application; the APC director has discretion in evaluating the appropriateness of a late submission.

## **Frequently Asked Questions**

### **Faculty Awards**

**How do I use my Publication Productivity funds?**

Funds from this award are transferred into your Faculty Allowance Account.

**Does the Undergraduate Internship Award require a grant submission?**

No, this mechanism does not require a grant submission.

**How will the Undergraduate be paid on the Undergraduate Internship?**

The funds for this award are processed through the student's bursar account directly. The student must be registered for courses during that current semester and must also have no fees held against the account to receive the award. Funds can be requested and withdrawn from the bursar office. It takes between two to four weeks to process the funds from the date of award.

**Can a student who received the Undergraduate Internship be considered for this award again for a sequential semester?**

Yes, there is no limit to the number of times the undergraduate may receive the award. However, the undergraduate must be a current student, enrolled in classes, and interested in a career in psychology. See the call for more details.

**My study is taking longer than originally proposed. Can I request an extension?**

Formal extensions for faculty awards must be requested in writing by the PI to the APC Director, and approved by the APC Advisory Committee.

**Can I use a resubmission grant application to fulfill my APC grant submission requirement?**

The APC committee is more likely to fund a fellowship to submit a new grant than a resubmission.

**I received the Early Career Faculty Fellowship. Do I need to wait a year before I apply for a Fall or Spring Faculty Fellowship?**

No, you do not need to wait.

**I want to host a Visiting Scholar outside of normal work hours. Is this OK?**

No, you must have the scholar visit during working hours of the department.

**Multiple APC awards mention "large scale" APC awards. What does that mean?**

The term "large scale" is obviously relative. The large scale APC awards are: Spring and Fall faculty Fellowships, the Collaborative Research Award, the Grant Development Research Award, and the Multi-term Grand Development Award. It does NOT include the Early Career Faculty Fellowship, due to the qualitatively different goal of that mechanism.



## **Graduate Student Awards**

**Can The expenses (e.g. conferences) be included in APC budgets?**

No, travel expenses cannot be included in the APC budgets.

**My award is expiring. Can I request an extension for funds?**

No, funds cannot be extended.

**Can I use my funds at a different time than proposed?**

No, you must use the funds during the proposed timeline.

**Can I transfer the remainder of my funds to another student or project?**

No, funds can only be used for the proposed project and are non-transferrable.

**Where do I find out my balance?**

You can find your current balance by emailing the APC.

**Where do I turn in receipt for reimbursement?**

Please give all *itemized* and *original* receipts to Peggy Soltis in the main office.

**Can I withdraw the full amount of the award?**

No, you can be reimbursed for the award, or charge purchased to your award. Please see Peggy Soltis for more information about credit card charges and reimbursements.

**Do I need to be the first-author on a publication to apply for the Student Paper Award?**

Yes, you need to be the first-author of the publication.

**My publication is currently in-press. Can I still apply to the Student Paper Award?**

Yes, but please include the letter of acceptance.

## Poster printing instructions

Poster printing service is available for faculty and students in the Department of Psychological Sciences to produce professional posters at a nominal cost for research conferences. Posters for activities can be accommodated under special circumstances. The poster printer is housed within the Applied Psychology Center. Hours of operation are during business hours.

The poster printer is capable of printing professional quality posters. Cost for posters that use the conference templates (see below) are \$25. Posters that do not use approved templates below are \$35.

APC is only able to accept payments in cash, check, or internal/university indexes (including APC awards). Checks can be made out to "Kent State University." Please be sure to have proofed your poster thoroughly for any errors. The APC will not proof read for errors. Text boxes and font sizes can be moved and adjusted to accommodate your study's information, logos, and so on.

The templates are available at: <http://www.kent.edu/psychology/departments-psychological-sciences-resources>

### TEMPLATES FOR CONFERENCES:

- [36" x 54" Landscape Poster Template](#)
- [36" x 48" Landscape Poster Template](#)
- [42" x 42" Poster Template](#)
- [30" x 40" Landscape Poster Template](#)
- [24" x 36" Landscape Poster Template](#)
- [Power Point Presentation \(blue\)](#)
- [Power Point Presentation \(white\)](#)

Please email the Power Point file of your poster at least two days in advance to Ida Cellitti at [icellitt@kent.edu](mailto:icellitt@kent.edu), along with your method of payment (e.g. internal account, APC award, cash, check).

If you have any questions about poster printing, rentals, or Department equipment, please contact [Ida](#).

## **Available Grant Services**

The Grants Assistant can provide various services through the APC for faculty preparing and submitting grant proposals. These services include, but are not limited to:

- Creating a preliminary budget draft
- Drafting the budget & assisting with budget justification
- Assisting in drafting the facilities and resources
- Formatting biosketches so that they are uniform in appearance to the PI's
- Drafting new biosketches
- Proofing and drafting reference document
  - Please note that the Grants Assistant cannot re-organize references within the research narrative
- Preparing Current & Pending support documents
- Creating specific figures or images
- Proofreading for grammatical edits

# Visiting Scholar Award

## Description

In order to provide an opportunity for in-depth contact with prominent scholars in the field of psychology, the Applied Psychology Center sponsors one to two Visiting Scholars per year. This visit can take one of two forms:

During a three-day visit, the Visiting Scholar will provide a general colloquium plus more intensive workshops, meetings, and discussions with individuals and groups of faculty and graduate students. A budget of \$2,500 is available to cover costs (i.e., honorarium, lodging, travel, and expenses). During a one-day visit, activities are a bit more flexible, but require both a didactic and a training component that includes both faculty and students. A total budget of \$1000 is available.

Assistance with flight and hotel arrangements is available from the Applied Psychology Center

## Student Involvement

Graduate students receive special opportunities for meeting with the Visiting Scholar for consultation on their own work.

## Application Procedure

A small group of faculty should submit a one-page proposal including the scholar's name, affiliation, topic area, a plan of activities, and an explanation of who would benefit from the visit and in what way. The group will be responsible for organizing the arrangements.

## Criteria for Evaluation

The Visiting Scholar Award may serve several different purposes, including increasing our national reputation, increasing the visibility of a particular research area or program, consulting on a program/research area, and/or fulfilling a departmental training need. Thus, in some respects, the standard criteria for the receipt of APC resources, which include the applied nature of the research, potential for theoretical advancement, social value, likelihood of publication, integration in programmatic research plan, ethical standards, commitment, and likelihood of extramural funding, may be less applicable to the evaluation of these proposals.

The following criteria will be most heavily weighted in the evaluation of Visiting Scholar Awards: 1) the expected training benefits for faculty and students, 2) the proposed list of activities, 3) the relevance of the programming to extramural funding, and 4) the timeliness of the relevant research work as part of a programmatic research plan. Proposals with broad interest and applicability may be more heavily weighted. Among more senior faculty, an individual's track record, including history of following through on the submission of proposals, will be evaluated. Among junior faculty, potential for extramural funding will be considered. Proposals for new grants would be more highly ranked than proposals for grant revisions.

Deadline: September 1<sup>st</sup> and December 1<sup>st</sup>

# Collaborative Research Award

## Description

In order to facilitate development of large-scale collaborative grants and training grants, the Applied Psychology Center will make funds available to support efforts for faculty to work together on joint proposals. Awards will be made for up to \$5,000 per faculty member, shared between up to 3 faculty. This money can be used for summer salaries, participant payments, and/or research equipment (maximum \$15,000 in total). The recipient research team is expected to submit a large-scale grant application within one year of the award. Priority will be given to those who have not received large-scale APC support within the past two years. Recipients are expected to submit brief (~1 paragraph) progress reports at the end of each term (Spr, Sum, Fall).

## Application Procedure

Submit a brief plan (2-5 pages) of the collaborative research grants or training grant that will be developed. The proposal should outline the area of research, ideas concerning the proposed study, a proposed timetable, a preliminary budget projection (3-5 lines), and possible funding sources. For training grants, the proposal should describe the proposed training plan including the involvement of faculty, identify a potential funding source, and describe a preliminary budget projection with relevant details (*e.g.*, number of trainees supported).

Previously awarded APC support should be listed and the outcomes should be described. List prior APC supported grant applications and research publications. Faculty applying for this mechanism will be invited to attend a meeting of the APC Advisory Committee to give a very brief overview and take questions. This is not mandatory, but could facilitate review of the application.

## Criteria for Evaluation

Research grant proposals need to be judged as true collaborations, meaning that each collaborator contributes expertise, and the finished project combines the strengths of each collaborator. Training grant proposals likewise should document the involvement of the faculty collaborating. The balance of faculty input can vary, but there must be reasonable input from collaborators. Proposals must be seen as likely leading to extramural funding. Given the cost of the program, proposals should be for grants large enough that cost recovery is likely, whether in the form of indirect return to the Department or in the support of trainees.

The following criteria will be most heavily weighted in the evaluation of Collaborative Research Awards: 1) the likelihood of extramural funding; and 2) the timeliness of the project and its integration into a collaborative research or training plan. Among more senior faculty, an individual's track record, including history of following through on the submission of proposals is important; among junior faculty, potential for extramural funding is more relevant. Proposals for new grants are required. Revisions of proposals previously supported by the APC should not require additional APC funding.

Deadline: April 1<sup>st</sup>.

# Early Career Faculty Fellowship

## Description

In order to facilitate large-scale grant development by newly hired Kent Campus Tenure-Track faculty, the Applied Psychology Center will make funds available to afford substantial faculty release time from teaching. There are no limitations on the area of research, as long as there is a clear applied aspect (not necessarily at the current stage of research). The recipient is expected to submit a grant application within one year of receiving the award. The size of the external grant application is open and includes smaller grants (R03). Recipients are expected to submit brief (~1 paragraph) progress reports at the end of each term (Spr, Sum, Fall).

## Application Procedure

Submit a brief plan (2-5 pages) of how course release time (please note for Fall or Spring) will be used to develop one or more research grants. The proposal should outline the area of research, ideas concerning the proposed study, a proposed timetable for the semester's activities, a preliminary budget projection (3-5 lines), and possible funding sources. Describe how APC support will contribute to the success of the project and the probability of external funding. Also, note whether or not you have applied for other internal funding for this project. The recipient is strongly encouraged to also apply for the APC Consultation award to facilitate peer review of their grant.

Faculty applying for this mechanism will be invited to attend a meeting of the APC Advisory Committee to give a very brief overview and take questions. This is not mandatory, but could facilitate review of the application.

## Criteria for Evaluation

Tenure-track Kent Campus faculty are eligible to submit an application within 18 months of hire (*e.g.*, the fall of their first or second year). The fellowship must be awarded for a semester within the first 2 years of their hire (*e.g.*, the applicant's first 2 fall and 2 spring semesters at Kent State University) and faculty may only receive this fellowship one time. Of the criteria for receipt of APC resources, which include the applied nature of the research, potential for theoretical advancement, social value, likelihood of publication, integration in programmatic research plan, ethical standards, commitment, and likelihood of extramural funding, the following criteria will be most heavily weighted in the evaluation of Faculty Fellowship Awards: 1) the likelihood of extramural funding; and 2) the timeliness of the project and its integration into a programmatic research plan. Proposals for new grants would be more highly ranked than proposals for grant revisions.

Deadline: April 1<sup>st</sup>

# Faculty Fellowships (Fall & Spring)

## Description

In order to facilitate large-scale grant development, the Applied Psychology Center will make funds available to afford substantial faculty release time from teaching. There are no limitations on the area of research, as long as there is a clear applied aspect (not necessarily at the current stage of research). Time may be spent conducting pilot research, but it is expected that at the end of the release semester, or soon thereafter, actual application for extramural funding be made. Priority will be given to those who have not received large-scale APC support within the past two years. Recipients are expected to submit brief (~1 paragraph) progress reports at the end of each term (Spr, Sum, Fall).

## Application Procedure

Submit a brief plan (2-5 pages) of how course release time will be used to develop one or more research grants. The proposal should outline the area of research, ideas concerning the proposed study, a proposed timetable for the semester's activities, a preliminary budget projection (3-5 lines), and possible funding sources. Describe how APC support will contribute to the success of the project and the probability of external funding. Also, note whether or not you have applied for other internal funding for this project. It is a condition of this initiative that those receiving fellowships seek peer review.

Previously awarded APC support should be listed and the outcomes should be described. List prior APC supported grant applications and research publications. Faculty applying for this mechanism will be invited to attend a meeting of the APC Advisory Committee to give a very brief overview and take questions. This is not mandatory, but could facilitate review of the application.

## Criteria for Evaluation

Of the criteria for receipt of APC resources, which include the applied nature of the research, potential for theoretical advancement, social value, likelihood of publication, integration in programmatic research plan, ethical standards, commitment, and likelihood of extramural funding, the following criteria will be most heavily weighted in the evaluation of Faculty Fellowship Awards: 1) the likelihood of extramural funding; and 2) the timeliness of the project and its integration into a programmatic research plan. Among more senior faculty, an individual's track record, including history of following through on the submission of proposals, is important; among junior faculty, potential for extramural funding is more relevant. Proposals must be for new grants.

Deadline: April 1<sup>st</sup> for Fall. September 1<sup>st</sup> for Spring.

# Grant Development Research Award

## Description

This award is designed to provide funds for the development of large scale-grant proposals. Study of populations targeted by NIH or other granting agencies is especially encouraged. Amounts of up to \$15,000 may be requested. It is preferred to award two proposals at \$7,500 but realize some research programs require greater investments in resources. The APC would consider one well justified proposal in the entire amount. The funds are larger than smaller grant mechanisms (e.g., RASP) in recognition that some lines of research require larger budgets in order to be successful. Funds may be used to purchase equipment, collect pilot data, or other *non-personnel* expenses that are necessary to facilitate grant development. Priority will be given to those who have not received large-scale APC support within the past two years. Recipients are expected to submit brief (~1 paragraph) progress reports at the end of each term (Spr, Sum, Fall).

## Application Procedure

A proposal should be submitted including a clear research plan with clear objectives and a justification of the scientific value of the project. The application must provide a clear plan for grant development, including potential funding agencies and a time-frame for submission of a grant proposal. Include information indicating sufficient expertise to embark on the proposed research and a budget.

Previously awarded APC support should be listed and the outcomes should be described. List prior APC supported grant applications and research publications. Faculty applying for this mechanism will be invited to attend a meeting of the APC Advisory Committee to give a very brief overview and take questions. This is not mandatory, but could facilitate review of the application.

## Criteria for Evaluation

The following criteria will be most heavily weighted in the evaluation of the Grant Development Research Award: 1) the likelihood of extramural funding and 2) the justification for the budget. Among more senior faculty, evidence that the proposal contributes to the development of a new line of research and an individual's track record, including history of following through on the submission of proposals, are important; among junior faculty, potential for extramural funding is more relevant. Proposals for the development of new grants would be much more highly ranked than proposals for projects related to grant revisions. Given the larger nature of this award compared to other APC pilot awards, one consideration for an award is that there will be a reasonable expectation of payback via indirects; thus proposed grant budget will be given greater weight for this program compared to other APC pilot programs.

Deadline: December 1<sup>st</sup>



# Multi-term Grant Development Award

## Description

This award is designed to provide incentive for longer-term development of grant proposals by assistant professors or faculty developing new lines of research. Study of populations targeted by NIH or other granting agencies is especially encouraged. Amounts of up to \$1,500 per term (summer is considered 1 term) may be requested for up to four terms. This program may be linked to a Faculty Fellowship in that those who have successfully completed their multi-term research plan will have priority for a Faculty Fellowship course release.. Funds may be used to purchase equipment, collect pilot data, or other *non-personnel* expenses that are necessary to facilitate grant development. It is expected that a grant proposal will result from receipt of this award. Faculty are limited to *one* current Multi-term Grant Development Award at a time.

## Application Procedure

A proposal should be submitted including a clear multi-term plan of pilot research with clear objectives and a means of evaluating milestones during the course of the project. Term-by-term goals and objectives must be specified, and a justification of the scientific value of the project included. The application must provide a clear plan for grant development, including potential funding agencies and a time-frame for submission of a grant proposal. Include information indicating sufficient expertise to embark on the proposed research and a budget broken down by term. Continued funding is contingent upon providing documentation of progress at the end of each term.

Previously awarded APC support should be listed and the outcomes should be described. List prior APC supported grant applications and research publications. Faculty applying for this mechanism will be invited to attend a meeting of the APC Advisory Committee to give a very brief overview and take questions. This is not mandatory, but could facilitate review of the application.

## Criteria for Evaluation

Of the standard criteria for receipt of APC resources, which include the applied nature of the research, potential for theoretical advancement, social value, likelihood of publication, integration in programmatic research plan, ethical standards, commitment, and likelihood of extramural funding, the following criteria will be most heavily weighted in the evaluation of the Multi-term Research Development Award: 1) the likelihood of extramural funding, 2) the timeliness of the project, 3) the rationale for funding over multiple terms, and 4) the clarity in term-by-term goals and objectives for the project. Among more senior faculty, evidence that the proposal contributes to the development of a new line of research and an individual's track record, including history of following through on the submission of proposals, are important; among junior faculty, potential for extramural funding is more relevant. Proposals for new grants would be more highly ranked than proposals for grant revisions.

Deadline: September 1<sup>st</sup>

# Summer APC Fellowship

## Description

In order to facilitate grant submission, the Applied Psychology Center will make funds available to cover faculty time during the summer months (up to \$7500 plus fringe benefits). There are no limitations on the area of research, as long as there is a clear applied aspect (though not necessarily at the current stage of research). Time may be spent conducting pilot research, but it is expected that the faculty member will be PI for a submitted R01, R21, R15, or equivalent budget for the fall grant cycle. Faculty that do not submit the proposed application by the end of the Spring grant cycle (faculty have one year to submit their application) will be required to teach an additional course during the following academic year. The number of awards will vary from year to year, depending on available funds and approval from administration. Priority will be given to those who have not received large-scale APC support within the past two years.

## Application Procedure

Submit a brief plan (2-5 pages) of how the summer fellowship time will be used to develop the proposed grant application. The proposal should outline the area of research, ideas concerning the proposed study, a proposed timetable for the semester's activities, a preliminary budget projection (3-5 lines), and anticipated funding source.

Previously awarded APC support should be listed and the outcomes should be described. List prior APC supported grant applications and research publications. Faculty applying for this mechanism will be invited to attend a meeting of the APC Advisory Committee to give a very brief overview and take questions. This is not mandatory, but could facilitate review of the application.

## Criteria for Evaluation

Of the criteria for receipt of APC resources, which include the applied nature of the research, potential for theoretical advancement, social value, likelihood of publication, integration in programmatic research plan, ethical standards, commitment, and likelihood of extramural funding, the following criteria will be most heavily weighted in the evaluation of Summer Fellowship Awards: 1) the likelihood of extramural funding; and 2) the timeliness of the project and its integration into a programmatic research plan. Among more senior faculty, an individual's track record, including history of following through on the submission of proposals, is important; among junior faculty, potential for extramural funding is more relevant. Proposals must be for new grants.

Deadline: February 15<sup>th</sup>

# Undergraduate (Fall & Spring) Internship

## Description

This program is designed to support a select number of undergraduates during the fall or spring sessions who 1) are pursuing graduate work in their future, and 2) can aid the faculty member in his/her pursuit of extramural support by way of their involvement in research. Simultaneously, this award aids the efforts of faculty who are pursuing extramural support and who could benefit from an undergraduate assistant for a semester, 10 hours per week that must be arranged between faculty and student. Alternately, 20 hours per week can be approved but must also be arranged between faculty and student. Be aware of any time restraints that may arise. The program is competitive both on the part of the faculty member and the student.

## Criteria for Evaluation

Of the standard criteria for receipt of Applied Psychology Center resources, which include the applied nature of the research, potential for theoretical advancement, social value, likelihood of publication, integration in programmatic research plan, ethical standards, commitment, and likelihood of extramural funding, the following criteria will be most heavily weighted in the evaluation of the Fall Undergraduate Internship: 1) relevance to extramural funding, and 2) the timeliness of the relevant research work as part of a programmatic research plan.

Proposals for the Undergraduate Internships will also be evaluated on the expected training benefits for the undergraduate student (beyond the educational and training benefits for undergraduates enrolled in PSYC 31498 or 41498). Students are required to major in Psychology and have a minimum GPA of 3.0 in the semester prior to the request.

Among more senior faculty, an individual's track record, including history of following through on the submission of proposals, will be evaluated. Among junior faculty, potential for extramural funding will be considered.

## Application Procedure

Submit a proposal outlining the faculty member's plan for seeking extramural support, including timetable, plan of research, and the agency for which the proposal is targeted. Proposals may relate to research that has already been proposed or funded with APC or other sources. *That is, this mechanism does not have to support a new, non-overlapping grant proposal.* Outline the role to be played by the undergraduate, including specific tasks and hourly involvement of the student for the ten hours per week. If more hours have been approved, please adjust involvement accordingly. The Undergraduate must submit a resume and statement of goals. *If you have previously been awarded APC support, please describe the outcomes.*

Deadline: September 1<sup>st</sup> for Fall. December 1<sup>st</sup> for Spring.

# Undergraduate Summer Internship

## Description

This program is designed to support a select number of undergraduates during the summer session who 1) are pursuing graduate work in their future and 2) have been working actively with a faculty member as a research assistant during the academic year. The additional support provided to faculty by way of the undergraduate's summer involvement in research is ideally meant to aid the faculty in his/her pursuit of extramural support. This award aids the efforts of faculty who could benefit from an undergraduate assistant for the summer session 10 hours per week, or if circumstances demand greater support, the committee may approve 20 hours per week. Promising undergraduates may continue to be nominated for the award, however new applicants may be given further consideration if funding is limited. The program is competitive both on the part of the faculty member and the student.

## Criteria for Evaluation

Of the standard criteria for receipt of Applied Psychology Center resources, which include the applied nature of the research, potential for theoretical advancement, social value, likelihood of publication, integration in programmatic research plan, ethical standards, commitment, and likelihood of extramural funding, the following criteria will be most heavily weighted in the evaluation of the Undergraduate Summer Internship: 1) relevance to extramural funding and 2) the timeliness of the relevant research work as part of a programmatic research plan. In addition, proposals for the Undergraduate Summer Internship will also be evaluated on the expected training benefits for the undergraduate student beyond the educational and training benefits for undergraduates enrolled in PSYC 31498 or 41498.

Among more senior faculty, an individual's track record, including history of following through on the submission of proposals, will be evaluated. Among junior faculty, potential for extramural funding will be considered.

## Application Procedure

Submit a proposal outlining the role to be played by the undergraduate, including specific tasks and hourly involvement of the student. Tasks and scheduled hours per week must be arranged between faculty and student. Be aware of any time restraints that may arise. Previously awarded APC support should be listed and the outcomes should be described.

Funds are processed through the undergraduate's Bursar account. It is important to note that students will need to be enrolled in summer courses to be eligible to utilize this award.

Deadline: April 1<sup>st</sup>

# Noncompetitive Awards

Community Research Fellowship

Consultation Award

Faculty Travel for Consultation

Publication Productivity Award

Small Research Award

Symposia Sponsorship

Under-Researched Population Award

# Community Research Fellowship

## Description

In order to develop and strengthen ties with a community agency/organization, the Applied Psychology Center will make funds available for one Community Research Fellowship of \$2,500 per year. There are no limitations on the area of research, as long as there is a clear applied aspect (not necessarily at the current stage of research) and clear ties to the community. Time may be spent conducting pilot research, but it is expected that at the end of the semester(s), or soon thereafter, actual application for extramural funding be made.

## Application Procedure

Submit a brief plan (2-5 pages) of how the fellowship will enhance ties with the community and how it will be used to develop one or more research grants. The proposal should outline the area of research, ideas concerning the proposed study, a proposed timetable for the semester's activities, a preliminary budget projection (3-5 lines), and possible funding sources. It is a condition of this initiative that those receiving fellowships seek peer review. More detailed information and criteria are available from the Applied Psychology Center.

## Criteria for Evaluation

Criteria for judging applications include the proposal's applied nature, the involvement of a community agency or organization, the potential for theoretical advancement, social value, likelihood of extramural funding, likelihood of publication, integration in programmatic research plan, ethical standards, and commitment to sharing findings.

Deadline: Applications may be submitted at any time.

# Consultation Award

## Description

A consultation award is available to all faculty associated with the Applied Psychology Center to assist with grant development. This may include support for travel to a consultant or bringing in a consultant to KSU. Up to \$1,000 is available for this award.

## Application Procedure

The proposal for funding should include:

- 1) A 1-2 page description of the intended research rationale and method.
- 2) A timetable for grant submission.
- 3) The program and agency(s) being considered.
- 4) A brief description of your publication and funding record in this area.
- 5) A brief description of the special talents or contribution of the consultant and explanation of why mail, phone, or electronic contact is not feasible.

This award request may accompany a Faculty Fellowship Award or a later stage of the Multi-term award.

Deadline: Requests may be submitted at any time.

# Faculty Travel for Consultation

## Description

Small awards of funds (up to \$500 or half the total cost of travel, whichever is less) are available for travel in support of research activities directed toward development of a grant application. This includes travel to meetings where a faculty member has a specific meeting to discuss development of a grant with an official of a grant awarding organization, with a consultant, or with a scientific collaborator. Travel of a consultant or collaborator to Kent State University for the purpose of grant development also will be considered. Travel requests for other purposes will be considered based upon their ties to grant planning or acquisition.

## Application Procedure

Information requested includes an itemized budget, how funds are to be used and why they are needed, what the anticipated results of the activity are, and how they relate to grant development. Why travel is required, rather than correspondence or telephone contact, must be clearly stated. Please indicate what other funding sources (e.g., Research and Graduate Studies) have been explored and what the outcomes of requests were.

Deadline: Requests may be submitted at any time.



# Publication Productivity Award

## Description

This program provides an incentive and recognition of achievement for publication of research that makes our Department more visible to the scientific community. The program rewards publication of articles published in journals that have a history of high impact. Impact is measured by the Impact Factor of the most recent Science Citation Index (SCI) and the Social Science Citation Index (SSCI).

There are certainly high quality journals that do not have high impact scores, but by definition these journals are not as well cited and so do not meet the aims of this particular program. This in no way is meant to detract from the potential importance of such publications.

## Program Guidelines:

1. Publication of articles listed in SCI or SSCI in any area with an Impact Factor of 1.5 or above at the time of publication or submission are considered eligible for award.
2. Faculty will receive an award of \$100 for 1 publication, \$200 for 2 publications, and \$350 for 3 or more publications in a given year. If the overall awards for a given year exceed the maximum budgeted for the award, these will turn into "shares" and the total amount available will be divided proportionally.
3. Award money can only be used for bonafide professional needs.
4. Publications are submitted by faculty by April 15 of each year for publications from April 1 to March 31.
5. Monies will be distributed July 1, and must be used during the following fiscal year.
6. Multiple authors who are faculty members in our Department are each rewarded equally with a full award, regardless of the order of authorship.

## Application Procedure

Call for listing of publications will be sent out in advance.

Deadline: April 1<sup>st</sup> is the annual hard deadline (no extensions)

# Small Research Award

## Description

Small awards of funds, up to \$500, are available in support of research activities directed toward development of a grant application. These awards may be used for such expenses as equipment and supplies or payment of research subjects.

## Application Procedure

Request forms are available from the Applied Psychology Center. Information requested includes an itemized budget, how funds are to be used and why they are needed, what the anticipated results of the activity are, and how they relate to grant development.

Deadline: Requests may be submitted at any time.

# Symposia Sponsorship

## Description

The APC will pay \$300 for a faculty member's travel to a conference in which he or she has organized a symposium. This money may be added to other monies the faculty member may obtain from other sources.

Two awards may be made per year. At least two or more people in the symposium must be from outside of Kent State.

## Application Procedure

Submit a completed copy of the letter of acceptance of the symposium, an abstract, and a letter of application providing details of the faculty's role and of the meeting. Information regarding the need for funding is also required, including information regarding other funding sources (e.g. faculty allowance) that can be applied for this purpose. Upon approval, the faculty member must complete a University authorization of absence form. Travel receipts must be saved and an online expense reimbursement form completed upon returning.

Deadline: Requests may be submitted at any time.

# Under-Researched Population Award

## Description

This award of up to \$2,500 is designed to promote research that is responsive to community issues concerning under-investigated populations and to increase funding possibilities by promoting research that has been given designated priority for funding by funding agencies such as NIH or NSF as documented by an agency announcement. This award may be linked to a one-day colloquium invitation or sponsorship of a Visiting Scholar to encourage consultation and exposure of faculty and students to study of under-investigated populations.

## Application Procedure

Submit a research plan including objectives, methods, time frame, a detailed budget, granting agency to which you plan to submit a proposal, and documented evidence of a target population (e.g., notice of RFA or NIH announcement indicating priority).

Deadline: Applications may be submitted at any time.

# Support Mechanisms for Graduate Students

Graduate Student Research Fellowships  
(Fall & Spring)

Graduate Student Matching Grant

Graduate Student Under-Researched  
Population Award

# Graduate Student Research Fellowships (Fall & Spring)

## Description

The Applied Psychology Center has developed an award program to assist qualified graduate students with research. Five awards of up to \$1,000 each will be given each year. Criteria for the award are that students must have completed the Master's degree and must have at least one publication (in press is acceptable) or presentation for which they are first author or for which the supervisor submits a letter indicating the applicant had a primary role. Amount of the award is based on budgetary needs and selection is competitive. Funding cannot be extended or transferred.

## Application Procedure

The student should submit a completed application form obtainable from the APC office, by the deadline. Among information requested is a brief description of the research (Significance/Rationale; Purpose; Methodology), an itemized budget, and a recommendation from the faculty member supervising the research. APA format should be used. More detailed information is available from the Applied Psychology Center and will be distributed shortly before the deadline dates.

## Criteria for Evaluation

The APC Advisory Committee will base its recommendation on a competitive assessment of 1) the relative merit of the proposal if more proposals are submitted than are fundable; 2) the availability of APC monies; and 3) demonstration of attempts at securing funding from other sources (e.g. Graduate Student Senate).

Deadline: September 1<sup>st</sup> for Spring. April 1<sup>st</sup> for Fall.

# Graduate Student Matching Grant

## Description

Graduate students may apply to the Applied Psychology Center for matching grants for research. Matching grants will be offered to students for awards made by research supporting foundations and organizations. Many organizations (example: SPSSI) offer such award competitions. The APC will match up to \$500 per award. Up to two awards will be funded per year. Funding cannot be extended or transferred.

## Application Procedure

Submit a completed proposal with budget no less than four weeks *in advance* of the organization's submission deadline. Indicate the other sources for matching funds that have been explored and the outcomes of these inquiries. Indicate the purpose of the project (i.e., thesis, dissertation, independent project, etc.).

## Criteria for Evaluation

The APC Advisory Committee will base its recommendation on a competitive assessment of 1) the proposal's likelihood of funding; 2) the relative merit of the proposal if more proposals are submitted than are fundable; and 3) the availability of APC monies.

Deadline: Proposals may be submitted at any time.





# Graduate Student Under-Researched Population Award

## Description

One award of up to \$1,000 is designed to promote graduate research that is responsive to community issues concerning under-investigated populations, to increase graduate students' future potential for research positions, and to promote the diversity of psychology by expanding the research to populations that have been given designated priority for funding by funding agencies such as NIH or NSF as documented by an agency announcement. Funding cannot be extended or transferred.

## Application Procedure

Submit a research plan including objectives, methods, time frame, a detailed budget, clear indication of ability to conduct research from the standpoint of both expertise and accessibility of population, recommendation by a member of the faculty, and documented evidence of the population's priority (e.g., notice of RFA or NIH announcement indicating priority).

Deadline: April 1<sup>st</sup>



# Large Faculty Research Award

## Description

One award of up to \$5,000 annually is available to faculty in order to promote the development of lines of research which have a high probability to lead to extramural funding. The goal of this award is to assist faculty toward development of a grant application. The award may be used for such expenses as equipment, supplies, or payment of research subjects. Funding cannot be extended or transferred.

## Application Procedure

A proposal should be submitted which includes a plan of research with clear objectives. This should include a detailed budget. Justification of the scientific value of the project should be included. Applications should specify potential funding agencies and a timeline for submission of a grant proposal. Previously awarded APC support should be listed and the outcome should be described. Specifically, applicants should list prior APC supported grant applications and research publications.

## Criteria for Evaluation

The standard criteria for receipt of APC resources will be applied, which includes the applied nature of the research, potential for theoretical advancement, social value, likelihood of publication, and whether this supports a new line of research. Due to the larger size of this award, likelihood of extramural funding will be strongly emphasized. Generally, it is expected that the subsequent grant application will be large. However, smaller grant applications (e.g., R03) *may be* considered for junior faculty.

Deadline: April 1<sup>st</sup>

# APC Equipment Award

## Description

This mechanism recognizes that research often requires the use of equipment which is costly to purchase as well as sometimes requires replacement or repair. One award annually of up to \$5000 is available in order to support the purchase or repair of such equipment. Funding can only be used for equipment and not travel, subject payments, or other costs. The requested equipment may be a single expensive piece of equipment or multiple less expensive items (e.g., ambulatory heart rate monitors).

It is important to note that equipment *purchased* (either new purchase or replacement) through this mechanism will be owned by the Department of Psychological Sciences and not the research laboratory after one year or completion of the project specified in the application. After this time, the APC director will communicate to the faculty of the department that the relevant equipment is available for use to interested laboratories. The equipment will remain available to the original laboratory, but the expectation is that the equipment will be treated as a *departmental* resource. In the event that, at that time, multiple laboratories are interested in its use, a plan will be created to appropriately share it. The APC director will be available to assist in creating a resource sharing agreement. This does not apply to requests for funds for equipment repair.

## Application Procedure

A proposal should be submitted which specifies the required equipment and describes its use in as non-technical language as possible. If relevant, the application should provide information regarding alternative equipment (i.e., other manufacturers or models) and rationale for selection of the requested equipment. Justification of the scientific value of the equipment should be included, including how this equipment will facilitate development of extramural grants. This justification may include specifying how other laboratories would also be able to leverage use of this equipment for grant development in the future (after the equipment reverts to being a shared departmental resource). Previously awarded APC support should be listed and the outcome should be described. Specifically, applicants should list prior APC supported grant applications and research publications.

## Criteria for Evaluation

The standard criteria for receipt of APC resources will be applied, which includes the applied nature of the research, potential for theoretical advancement, social value, likelihood of extramural funding, likelihood of publications, and whether this supports a new line of research. In addition to these criteria, the degree to which the requested equipment will benefit the department (i.e., other laboratories) will also be an important consideration.

Deadline: April 1<sup>st</sup>

# Predoctoral Grant Submission Award

## Description

This mechanism provides an incentive of up to \$500 (depending on APC budget)

This mechanism recognizes that research often requires the use of equipment which is costly to purchase as well as sometimes requires replacement or repair. One award annually of up to \$5000 is available in order to support the purchase or repair of such equipment. Funding can only be used for equipment and not travel, subject payments, or other costs. The requested equipment may be a single expensive piece of equipment or multiple less expensive items (e.g., ambulatory heart rate monitors).

It is important to note that equipment *purchased* (either new purchase or replacement) through this mechanism will be owned by the Department of Psychological Sciences and not the research laboratory after one year or completion of the project specified in the application. After this time, the APC director will communicate to the faculty of the department that the relevant equipment is available for use to interested laboratories. The equipment will remain available to the original laboratory, but the expectation is that the equipment will be treated as a *departmental* resource. In the event that, at that time, multiple laboratories are interested in its use, a plan will be created to appropriately share it. The APC director will be available to assist in creating a resource sharing agreement. This does not apply to requests for funds for equipment repair.