

## ICCFA Faculty **Research or Workshop Grant** Application Information

-The Illinois Community College Faculty Association (ICCFA) will award up to four \$2,500 grants for Faculty Workshops or Faculty Research Projects for the 2024-2025 academic year. Please choose one of the two application forms attached in the email for the **research** grant or the **workshop** grant.

-Both full-time faculty and part-time faculty are eligible for grant awards.

-Applications must be submitted no later than the end of **Friday, May 17, 2024**. Please email completed applications to Hong Fei, ICCFA Grants Coordinator, Heartland Community College, Normal, at <[hong.fei@heartland.edu](mailto:hong.fei@heartland.edu)>. Please put in subject line: ICCFA grant application. The format could be **Word®**, **PDF (saved from Word)**.

-Through email, Fei will acknowledge all emailed applications within one business day. **If you do not receive a timely acknowledgment, it is important to call or email Fei at 309-212-0455, [hong.fei@heartland.edu](mailto:hong.fei@heartland.edu).**

-The ICCFA Executive Committee will **review grant applications in May 2024. Grant winners will be notified during the early half of June. The approved research will be completed between June 2024 and June 2025. The grant funds will be disbursed before June 2024, to support summer 2024 projects.**

-Please answer the Application Form prompts. Please **sign** with an E-signature or a photo or scan.

-Each recipient of a Faculty Research Grant or Faculty Workshop Grant must present their research at the annual ICCFA Teaching and Learning Excellence Conference. Failure to present at either the 2024 or 2025 Conference will require reimbursement of the grant funds. Recipients of the grants will also be recognized in the conference program. The date for the 2024 conference is set TENTATIVELY as Nov 10. If there is any change, we will send a notification. The date for the 2025 Conference has not yet been determined.

- The year you decide to speak at the conference, please turn in an application form before June 1 of the same year. Hong Fei will send out the form to you before June. Please visit <https://iccf48.org/> for more information.

- Thank you for considering applying for the research and workshop grant. Thank you for doing so much for our students.

## FAQ for the ICCFA Faculty Research Grant Application

1. If, during the process of research or preparing the workshop, it seems that there is a need for new methodology, personnel or supply, can the fund be used other than specified in the proposal?

*A: Yes. It is understood that research is an exploration of an unknown path. Creative work is done when chances present themselves. It is reasonable to examine an additional museum archive which the previous research points to, or to perform another experiment which the previous results indicate.*

2. Can students be employed by the grant?

*A: It must be cleared by relevant agencies to prevent conflicts such as “double dipping” of school-based scholarship funds, for example.*

3. Can the stipend be used to supplement summer income in addition to the nine-month salary?

*A: Yes.*

4. Will multiple applications from the same college, or recipients from the same college in the past decrease the chance to get funded?

*A: The applications are considered on merit alone. In other words, applicants are competing with peers who applied, unrelated to applicant’s college or funding history.*

5. How many applications do you typically receive?

*A: About 10.*

6. If not funded, will there be an explanation as to how to improve the project?

*A: Due to time constraints, we are unable to offer an explanation.*

7. Can institutions other than community colleges be partners in the project and be funded?

*A: The grant recipients must be Illinois community college faculty members or jointly received by faculty with administrator, Librarian, counselor, or technology support personnel.*

8. Are publication fees allowed?

*A: Publications fees for peer reviewed journals are good use of the grant. However, research or workshop grant funds may not be used for publication of a book.*

9. Can one apply multiple times?

*A: Yes. But we try to fund diverse people and colleges.*