Provost Funded Summer Faculty Artificial Intelligence Research Grant Program (Summer FAIR)
Application Information AY2025-26

<u>General Information</u>

The program operates according to the following guidelines:
- Funded projects may be conducted during the summer term or be extended throughout the academic year, depending on the scope of the project. All awarded funds must be expended by August 15, 2026. All projects, both summer-only and full academic year, should clearly identify expected milestones in the application. Stipends will be paid at the conclusion of the project contingent upon submission of required deliverables.
- Grants may include expenses related to AI research such as data acquisition, software, equipment, or research-related travel (not conference travel).
- Grant funding up to $12,500 per award is available. Grants can include expenses related to research-related travel but not allowable for travel associated with conference presentations.
- Up to $2,000 summer stipend per award may be requested as part of the grant application. If more than one faculty member is involved in the project, the $2,000 stipend will be split among faculty.
- If more than one person is involved in the research project, eligibility is tied to the principal investigator (PI) and s(he) will work with their department's administrative support and the Office of the Provost to manage the budget.
- The proposal narrative should be accessible to a broad community of scholars and written in clear, non-technical language.
- Deadline for submission is Thursday, January 29th, 2026 at 5pm. Applications submitted after the prescribed deadline will be deemed ineligible.
- Post-grant reports are required. Failure to provide a post-grant report by the established deadline may result in the loss of the grant and the return of previously disbursed funds.

Eligibility:
- Eligibility is limited to tenured and tenure-track faculty as well as department heads. Deans are not eligible.
- Eligibility excludes faculty who participated in a sabbatical this year (AY2025-26) or would be receiving a sabbatical in the coming year (AY2026-27).
- Applications that focus on faculty development, training, or other similar activities will not be considered.

<u>Proposal Review Criteria</u>

1. Significance of Proposed Work
The proposal and supporting documents clearly demonstrate the project's significance in expanding faculty expertise in AI, promoting interdisciplinary collaboration, and/or contributing new knowledge to the understanding and advancement of AI technologies. The proposal should also demonstrate potential social and/or practical importance(s).

2. Objective of Proposed Work
The proposal, along with supporting documents, provides a clear description of the objectives associated with the project. Further, there exists a clear articulation of the goals of the project along

with providing cogent background information.

3. Project Plan for Proposed Work
The proposal, along with supporting documents, provides a clear description of how the stated objectives will be accomplished. This plan should detail specifics associated with clearly articulated tasks and methodology.

4. Feasibility of Proposed Work
The applicant should present an argument that supports the likelihood that the project can be accomplished during the identified timeframe and how it might lead or contribute to a larger project involving AI. Success criteria of the project (e.g. KPIs, specific outcomes, etc.) and a timeline should be clearly articulated in proposal narrative.

5. Budget
The degree to which the proposed budget adequately supports the proposed work.

Proposal Format

Name:

Proposal Title:

Email address:

Rank/Position:

Department:

Year of last sabbatical (respond N/A if you have not taken one):

Proposal Narrative containing the following headings:

Background information: In a succinct manner describe relevant information and/or review previous work related to the proposed project. As a reminder, make sure to clearly define and/or articulate disciplinary terminology or technical language for members of the committee. (300 words or fewer)

Objectives: List the objectives of the proposal, including plans for future publications. (200 words or fewer).

Project Plan - Tasks and Methodology: In a succinct manner describe a plan for accomplishing the aforementioned objectives. (300 words or fewer)

Significance of project: Describe the significance of the project for your research agenda and for the college's mission and discuss innovative methods you plan on employing. (300 words or fewer)

Criteria for success: Describe the criteria for success of your project (e.g. KPIs, specific outcomes, etc.) and provide a timeline with anticipated milestones/accomplishments (300 words or fewer)

Budget (maximum $12,500). In table format, identify all estimated costs and provide brief justification for each, such as stipend, transportation, lodging, parking, and equipment/supplies, etc. If requesting funds for travel, please explain why that travel is necessary for the completion of the project.

In separate documents, please submit a current **curriculum vitae (CV)** and **any pertinent documentation** along with your grant application.

Completed applications, CV, and documentation should be sent as attachments in an email to Dr. John Weinstein, Assistant Provost for Research (weinsteinj@citadel.edu) before **5pm on Thursday, January 29th, 2026.**