

Robert B. Bradley Library Research Grants

Guidelines and Application Instructions (2019-2020)

Application Deadline: 5 p.m. Friday, October 11, 2019

The Faculty Senate Library Committee is pleased to invite applications for Robert B. Bradley Library Research Grants. These mini-grants (typically in the range of \$500-10,000) are designed to facilitate original research and creative activity, as well as to strengthen FSU's resources through the acquisition of library materials. The goal of the Committee is to fund a breadth of applications from across campus.

The primary purpose of the Bradley Grant is to support the research and creative work of tenure earning or tenured faculty with new library acquisitions accessible for the whole FSU community. The committee will prioritize the funding of applications that focus on how the materials will enhance specific research programs and creative activities of faculty members, as well as for instruction and/or general collection development. Applications focused primarily on the use of materials for instructional purposes or general collection development are welcomed; however, funding of non-research/creative applications will be of secondary priority.

Eligible Materials

Among items that are eligible are monographs and scholarly books; rare or out-of-print books; microform and microfilm collections as well as video, DVD, CD-ROMs, and other electronic media. Databases are also eligible, provided licensing access is available for the whole FSU community and can be obtained on a short-term basis, or otherwise obtained without recurring expenses.

The library and the mini-grant program cannot guarantee the availability of subscription-based databases beyond the agreed upon period of use provided for by individual grants. However, if a project demands access to a database for an extended period of time, and no alternative form of support is available, applicants may apply for a Bradley grant for renewal in consecutive application cycles. Keep in mind that applications for previously unfunded materials will receive a higher priority than applications for successive years of funding for databases.

Not eligible for funding are salary, equipment purchase, or travel expenses, as well as bibliographies (and other such finding aids), current periodicals, and items already being purchased or subscribed to as monographs or serials.

We encourage every applicant to bundle multiple items in a single application, provided they all serve the same purpose of furthering a particular faculty research or creative program. Applicants must prioritize individual items, in the event that the Library Committee is unable to fully fund the requested materials. Keep in mind that it may be necessary for the Library Committee to ask applicants making a larger request if there are ways to reduce costs so the committee can at least partially meet applicants' need.

Applicants are required to obtain their library representative or liaison's letter of support at least one

week before the deadline (i.e., no later than October 5), and consult with the liaison about what items may or may not be eligible, or whether or not items can be acquired through the funding mechanisms provided for by the Bradley Grants. Please [contact](#) your library representative or liaison or Electronic Resources Integration Management Librarian Mason Hall (645-7879 or mrhall@fsu.edu), particularly for questions about databases, other electronic resources, and the technological viability of hosting requested e-materials.

Matching Funds

The committee strongly encourages faculty members with access to matching funds (through their units or other sources) to provide information about such funds in their application. Matching funds may improve the chances of funding through this mini-grant program if the committee receives more applications than it can approve with the funds available. Please note that “matching funds” also include internal library binding costs and the maintenance of library platforms for e-sources. Consult your library representative or liaison about this.

Screening Criteria

The following must be fulfilled for an application to receive full consideration:

- The application must be complete (e.g., all requested information is provided on the cover sheet and relevant attachments).
- The materials are not currently available for ongoing use through the FSU Libraries or extended loan through the [Center for Research Libraries](#) (CRL).
- The materials are not readily available or adequately usable on free and open access websites.
- The application does not request the above disallowed materials.
- The application, where appropriate, prioritizes items according to their scholarly or creative importance.

The following are the principal criteria the committee will use to evaluate applications:

- Scholarly coherence of the application (e.g., does the applicant justify the value of the proposed materials for a specific research or creative undertaking?).
- Likelihood that requested material will facilitate original scholarship and creative projects.
- Likelihood that the requested materials will facilitate future scholarly or creative undertakings by faculty, graduate students, undergraduates and other members of the University community.
- The requested materials should strengthen FSU’s holdings in a particular field.
- The material must be able to be located within the library or its servers and accessible to others in the wider FSU community.
- The requested materials are not procurable through other active grants.
- The application is supported with matching funds.
- The application meets the requirements stipulated in the “Eligible Materials” above.

Because funds for these research oriented grants are limited, the Library Committee will give priority to applications from faculty in the order that follows:

1. Untenured, Tenure-Track Assistant Professors
2. Associate and Full Professors
3. Specialized Faculty

Application Instructions

Applications must include the following items:

1. A completed application cover sheet (available on-line at the Library Committee's [website](#))
2. A **narrative of no more than two pages**, in a typeface no smaller than 12 pt. that explains the relevance of the requested materials to the applicant's specific scholarly or creative project.
3. A brief **statement of support** from your library representative (for many applicants this would be your subject librarian). If you do not know who this individual would be, please consult this [webpage](#). This statement should essentially state that the librarian has reviewed and endorses the proposal. **You must obtain this letter a week before the deadline. Working with your librarian, please ensure this letter includes details about costs of binding, matching funds, etc., the viability of hosting/recurring costs (as relevant), price quotes, shipping costs, and vendor information (including whether domestic or international).**
4. Any licensing agreements (if applicable) should be provided by the applicant, and must be in English.

Note: If you have a simple, informative ad that succinctly describes the materials you are requesting, you may include it with your application.

Please submit all application materials **by 5 p.m. on Friday, October 11, 2019** as a single PDF file (note that most departmental staff can readily convert word and other documents to PDFs) to Melissa Crawford (mucrawford@fsu.edu) in the Office of Faculty Development and Advancement.

The Faculty Senate Library Committee expects to announce awards the week of November 4, 2019.