Office of Academic Affairs

Call for Grant Applications

Research, Creative and Artistic Projects

Academic Year 2013-2014

To expand opportunities for research and creativity within The College of The Bahamas, the Office of Academic Affairs invites College of The Bahamas faculty to submit grant proposals for research, creative or artistic projects being undertaken in academic year 2013-2014.

Proposals must be submitted to Ms. Sandra Gibson (sgibson@cob.edu.bs), Office of Academic Affairs, by 4:00 pm Monday, 18 November 2013, or 4:00 pm Monday, 24 February 2014, or 4:00 pm Monday, 12 May 2014.

Proposals should not exceed five pages and must include the information outlined in the attached guidelines. Proposals must comply with The College’s research guidelines and must not be for the conduct of research in partial fulfillment of an academic programme.

Grants will be awarded until funds are exhausted. Proposals from faculty holding the rank of Assistant Professor or lower and proposals from faculty with earned doctoral degrees will be given priority.

The areas of priority are:

1. Research projects which are likely to have a demonstrable impact on national development; and
2. Creative or artistic projects which are likely to have a demonstrable impact on national culture.

Notwithstanding these priorities, proposals which fall outside these areas will be considered.

Normally, grants will range from $500.00 to $3,000.00; however, larger requests will be considered. Receipt of the grant does not preclude grantees from seeking co-funding; however, grant funds cannot be combined with other funding to support contract projects.

Eligibility for Grants

Only College of The Bahamas faculty are eligible for grants. Faculty members in temporary positions for less than one year are not eligible. In the case of faculty on contract, their term of employment must exceed the duration of the research project. Proposals that involve College of The Bahamas students and employees are eligible.
Grants to Advance Research

Submissions for grants to advance research must include:

1. A project proposal which provides a:
   a) Working title
   b) List of researchers/collaborators
   c) Introduction and importance of the project (contribution to the literacy and/or national development)
   d) Proposed methodology
   e) Proposed data analysis (where applicable)
   f) Ethical considerations
   g) Timeline
   h) Budget
   i) Expected outcomes
   j) Priority area satisfied by the proposal
   k) Mentor (where applicable)

2. Contact details and resume of each researcher/collaborator;
3. Written agreement from the collaborators to participate in the project;
4. Where applicable, the applicant must show a proven track record in successfully completing research projects.

Criteria for Assessment of Research Grant Proposals

The criteria for the assessment of proposals reflect the goals in The College’s Strategic Plan. Proposals should focus on research that enhances the reputation of The College as an institution of excellence. The evaluation of submissions will focus on identifying those proposals which most closely represent research that will drive national development and enhance the reputation of The College. Proposals will be considered on the basis of:

1. Feasibility;
2. Contribution of the proposed study to the Bahamian research literature; and
3. Alignment with the research objectives and priorities of The College.

Additionally, proposals should:

1. Demonstrate the potential benefit with respect to national development; and
2. Involve collaboration between College employees and students as well as between The College and local/international institutions.

Priority will be given to:

1. Proposals from faculty holding the rank of Assistant Professor or lower;
2. Proposals from faculty with an earned doctoral degree or faculty in the final phase of doctoral work;
3. Proposals from faculty with a proven research track record; and
4. Proposals for research which are likely to have a demonstrable impact on national development.
Conditions Attached to the Grants

Receipt of the grant does not preclude grantees from seeking co-funding; however, grant funds cannot be combined with other funding to support contract research projects.

Copyright remains with the researcher. No later than three years after the end of the project, the researcher(s) must lodge an electronic copy of the data (with supporting documentation) with The College office with responsibility for research. College employees will be allowed access to the data (with appropriate confidentially safeguards), for College research purposes, when the three-year period is over without the need for a written waiver of the researcher’s privilege. An extension to this three-year period may be made at the discretion of the Office responsible for research.

Patent rights of the work will reside with The College, unless otherwise agreed in writing.

Grantees must make at least one presentation at a General Faculty Meeting on the progress of the research associated with the grant at a date to be agreed.
Grants to Advance Artistic/Creative Work

Submissions for grants to advance artistic/creative work must include:
1. A project proposal which provides a:
   a) Working title
   b) List of artists/collaborators
   c) Introduction and importance of the project (contribution to culture)
   d) Proposed methodology
   e) Ethical considerations
   f) Timeline
   g) Budget
   h) Expected outcomes,
   i) Priority area satisfied by the proposal
   j) Mentor (where applicable).
2. Where applicable, the applicant must show a proven track record in successfully completing artistic/creative projects;
3. Contact details and resume of each author/collaborator;
4. Written agreement from the collaborators to participate in the project.

Criteria for Assessment of Artistic/Creative Grant Proposals
The criteria for the assessment of the proposals reflect the goals in The College’s Strategic Plan. The evaluation of submissions will focus on identifying those proposals which most closely promote Bahamian culture, drive national development and enhance the reputation of The College. Proposals will be considered on the basis of:
1. Feasibility;
2. Contribution of the proposed work to the Bahamian artistic/creative landscape; and
3. Alignment with the objectives and priorities of The College.

Additionally, proposals should:
1. Demonstrate current or potential benefit with respect to cultural development; and
2. Involve collaboration between College employees and students as well as between The College and local/international institutions.

Priority will be given to:
1. Proposals from faculty holding the rank of Assistant Professor or lower;
2. Proposals from faculty with an earned doctoral degree or faculty in the final phase of doctoral work;
3. Proposals from faculty with a proven track record for artistic/creative work; and
4. Proposals for work which is likely to have a demonstrable impact on national culture.

Conditions Attached to the Grants
Copyright remains with the author.

Patent rights of the work will reside with The College, unless otherwise agreed in writing.

Grantees must make at least one presentation at a General Faculty Meeting on the progress of their work associated with the grant at a date to be agreed.
Procedures for Awarding College of The Bahamas Grants

The Grants Committee will oversee the awarding of grants and will comprise the following:

1. Chair of the Research Advisory Board, or designate;
2. Members of the Grants Committee;
3. One expert/scholar (having appropriate expertise) from outside The College, as deemed necessary by the Committee, and
4. One Awards Coordinator (ex-officio) who will serve as Secretary of the Committee.

Submissions must be received by the dates indicated on the call and, where appropriate, must be accompanied by a letter indicating that all of the authors/artists involved in the work are aware that the proposal has been submitted for consideration.

The Committee Chair will write to all applicants, acknowledging receipt of their submissions within two weeks.

Committee members will:

1. Ensure that each submission meets the eligibility criteria. Applicants whose submissions fail the eligibility criteria will be notified in writing by the Secretary; and
2. Use the relevant assessment sheets in assessing submissions.

The Committee may request that applicants submit revised proposals should Committee members agree that an initial submission is flawed.

Should the committee determine that no submission adequately meets the objectives, no grants need be awarded.