The Emeritus College at Arizona State University

Grants and Awards Program

I. Establishment of the Grants and Awards Program

The Emeritus College will make available financial grants and awards to its membership on an annual, competitive basis. The process shall be overseen by the standing Committee on Grants and Awards. The Committee, appointed by the Dean, shall be composed of five members (or more if necessary), and its responsibilities shall be as follows:

1. To formulate and recommend to the Emeritus College Council, for its approval, the rules and procedures that shall govern the selection of grantees and awardees.
2. To write and publish an annual request for proposals (RFP) to the College membership.
3. To receive and coordinate the peer review of proposals.
4. To evaluate the reviews and make grant and award recommendations to the College Council, which shall rank the recommended proposals for funding within the limits of existing resources.

II. Principles and Rules Governing the Program

1. Grants and awards shall be given on a competitive basis for worthy projects that would enhance the scholarly or creative lives of their recipients and, secondarily, benefit the College and the University, either directly or indirectly by association.
2. Projects may be considered under the following categories:
   a. Research, including support of student research assistance.
   b. Scholarly writings with a potential for publication.
   c. Creative and artistic projects, including graphic and plastic arts, creative writing for publication, musical composition, dance, theatrical works, and performance costs.
   d. Teaching, including curriculum development and trial, textbook writing, innovative teaching methods, public lecturing, and public education (K-12 and other).
   e. Mentoring, including projects and research.
3. Projects shall be selected for award on the basis of their feasibility, scholarly value and creativity, and qualifications of the author(s).
4. Projects shall be funded as grants and awards directly from accounts of the College in the ASU Foundation.
5. Grants and awards will normally lie in the range of $500 - $2,000.
6. Travel, with one exception, shall not be covered under this Program. That exception is support for extended travel to a location (e.g., library, laboratory, etc.) at which the proposed research or project must be conducted. In no event shall travel account for more than 50% of the requested budget.
7. Support awarded for student assistance shall be paid directly to the student upon completion of the work, as agreed upon in a letter of agreement signed...
by both the student and the emeritus awardee and kept on file in the College office.

8. Funds for the Grants and Awards Program shall be entirely derived from contributions made to accounts of the College in the ASU Foundation. No local or state funds shall be used except for administrative costs in the College office.

9. Publications, patents, displays, performances, etc. which result from any grant or award shall recognize the Emeritus College for its financial support.

10. A final report on the Project shall be submitted to the Emeritus College within two years of the award. Failure to submit a report will result in ineligibility of the awardee to receive future grants or awards under this Program.

11. Awardees will be encouraged to report on their work at an Annual Emeritus College Symposium or other appropriate College meetings.

12. The College and the ASU Foundation make no claim to income derived from funded projects. However, recipients are invited to remember the source of the funds at the time of the next annual contribution campaign.

III. Procedures

1. On or about November 1, the Grants and Awards Committee will publish and distribute a Request for Proposals (RFP) to the membership of the Emeritus College. Emeritus, Associate and Affiliate members shall be eligible to respond if they have reaffirmed their membership during the year's Membership Contribution Campaign. (Member spouses and Surviving Spouse members shall not be eligible for this Program.)

2. Proposals shall be received and held at the Emeritus College Center until the RFP deadline.

3. After the deadline, the Grants and Awards Committee shall make an initial evaluation of the proposals, eliminating those that are inappropriate or not in compliance with the published RFP rules. Authors of proposals eliminated at this stage of the review process shall be notified in writing of the decision without delay.

4. For each qualified proposal received, the Committee shall select two peer reviewers from among the College membership to evaluate the proposal according to an evaluation scale generated by the Committee. College staff shall distribute proposals to reviewers after they have agreed to so serve.

5. After the reviewing period, the Committee shall rank proposals for relative merit and make recommendations to the College Council for or against funding.

6. The Council shall determine the cut-off point for funding proposals and forward its decision to the Dean of the College, who shall administer the distribution of funds in consultation with the standing Committee on Administration and Budget.

7. The Dean, in writing, shall inform the awardees of their success and announce these results to the membership of the College. A written explanation shall be provided members whose proposals were not funded.

1The Emeritus College has a separate travel grant program to assist members traveling to conferences in which they play a substantive role.