



## **Research Enhancement Program**

### **Purpose**

The Research Enhancement Program at Stephen F. Austin State University (SFASU) encourages and enhances research and creative opportunities for faculty members, serves as support for innovative research, and provides seed monies to attract external funding.

### **Persons Affected**

This policy applies to all university faculty and students.

### **Policy**

The Research Enhancement Program consists of two components:

1. the Faculty Research Grant Program ("FRG"), which provides substantive support for research and scholarly creative activities; and
2. the Mini-grant Program ("MG"), which provides opportunities for faculty to carry out small projects or preliminary research activities that will increase their competitiveness in acquiring additional funding.

### **Procedures**

#### **A. Eligibility**

Individuals with a full-time, tenured or tenure-track academic appointment as professor, associate professor, assistant professor, instructor, or librarian I-IV are eligible to apply for Faculty Research Grants and Mini-grants.

#### **B. Compliance**

- a. Recipients of research enhancement funds are subject to university policies as well as state and federal rules and regulations. For research projects involving human subjects, laboratory animals, hazardous materials, or exports, the applicant must provide a memorandum of approval from the chair of the appropriate university committee to the Office of Research and Graduate Studies (ORGS) prior to project implementation.
- b. FRG and MG Programs: The University Research Council (URC) establishes guidelines for the content and format of proposals and creates criteria for the evaluation of applications. These guidelines include, at a minimum, the following provisions:
  - i. Funds cannot be used by faculty or students to obtain advanced academic degrees; however, these funds may be used by faculty to hire students to work on specific aspects of a project.
  - ii. An applicant with an FRG or MG award must follow URC guidelines.



- iii. Funds cannot be used to supplant funding for research activities or equipment provided by another source.
- iv. Recipients must submit progress and/or final reports as required by ORGS.
- v. Any publication, presentation, or exhibition resulting from an FRG or MG must acknowledge the support provided by the Research Enhancement Program at SFA.
- vi. The project director must submit copies of publications, exhibitions, or other media to ORGS and may also send this to the Center for Digital Scholarship.

The FRG proposals are submitted and filed in the ORGS. The URC makes recommendations for funding to the chair of the council who, in turn, must obtain approval from the dean of ORGS for funding. If approved, the dean of ORGS notifies the provost and vice president of academic affairs of the recommended FRG awards. The provost and vice president of academic affairs approves and notifies the recommended recipients of the FRG.

### **Related Statutes or Regulations, Rules, Policies, or Standards**

SFA HOP 02-408 Human Research Subjects Protection  
SFA HOP 02-410 Institutional Animal Care and Use Committee  
SFA HOP 02-413 Recombinant DNA and/or Infectious Biohazards in Teaching and Research  
SFA HOP 02-403 Export Control

### **Responsible Executive**

Provost and Executive Vice President for Academic Affairs

### **Forms**

Faculty Research Grant and Mini-grant applications

### **Revision History**

September 1, 2023 (original)