



McKenzie Professorship Proposal Cover Page and Directions

Date:

Name:

Title:

Department:

Office Address:

Phone:

Project Title:

Please submit this original and the accompanying materials to EOU's Faculty Development Fund Committee
No later than January 3.

I. Initial proposal:

1. This cover sheet.
2. Abstract: A brief summary of the project objectives and proposed activities. (75-100 words)
3. Impact of Project / Rationale. Why is this project important? What will the outcomes do
4. Budget Outline. Overall costs and major expenses.

II. If your initial proposal is accepted, the following additional information will be required:

1. Research / Creative Plan. A narrative description of the project including methods and procedures to be employed with a clear explanation of how they will lead to the stated objectives and outcomes.
2. Detailed Budget Worksheet: A clear and detailed justification for how funds will be used in your proposal.
3. Chair/Dean Recommendation: The Division Chair and College Dean should sign off on the proposal to acknowledge the faculty member's objectives.
4. Curriculum Vita: A current cv.

Contact:

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