



## **SESWPS Interdepartmental Research Collaboration Program Information and Application Instructions**

### ***Purpose and Award Amount***

The purpose of the **SESWPS Interdepartmental Research Collaboration Program** is to provide encouragement and support for SESWPS faculty members to collaborate across departments on new research projects. This award is available in 2025-2026 for teams comprised of at least two faculty members spanning at least two departments.

### ***Description of Awards***

Each team must be comprised of at least two tenured or tenure-track faculty on 9-month appointments and/or full-time research faculty, and membership must be from at least two SESWPS academic departments. Awards will be up to \$1000 for new projects or new avenues for existing projects. Funding may be used to purchase materials, to purchase incentives for participants, for editing and related expenses, and to support conference registration and travel (must have accepted presentation; recipients determine how to divide this among the group).

Faculty may be a part of multiple teams and apply for multiple awards. However, each new award must be for a different project.

### ***Application Requirements***

- Faculty members must complete the [SESWPS Interdepartmental Research Collaboration Program Request Form](#) before the activity is completed; the activity must be approved by the Associate Dean for Faculty Affairs. The form has two main parts:
  - **Project narrative:** Include brief project overview, a description of activities to take place over the funding period, and anticipated output(s).
  - **Budget:** Include detailed amounts and rationale for each item.
- Faculty requesting money for travel must follow SESWPS travel policies, including the completion of the campus [Business Travel Pre-Authorization Form](#).

### ***Reporting Requirements***

By August 31, 2026, a written report on the Fund's use must be submitted to the SESWPS dean along with copies of any promised output(s).

### ***Timeline for Use***

Faculty may request funds beginning August 18, 2025, until April 30, 2026. All funds must be used, and reimbursements processed, by June 15, 2026.