



# VFIC MEMORANDUM

**TO:** VFIC College Presidents  
**CC:** Chief Academic Officers  
**FR:** Mary-Beth Johnson  
**DT:** November 1, 2011  
**RE:** Proposals for 2012 Mednick Fellowships  
**Deadline – February 28, 2012**

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**The VFIC Mednick Memorial Fellowships Committee is now inviting proposals for 2012 grants. The fellowships awarded (*maximum of 1 per VFIC institution*) are designed to encourage the professional development of college teachers and improve their academic competence through research and advanced study. The deadline for receiving proposals is February 28, 2012.**

*The Maurice L. Mednick Memorial was created in 1967 in honor of a young Norfolk industrialist who died from accidental causes and whose family and business associates wished to perpetuate his name by establishing a memorial that would emphasize his and the donors' strong interest in higher education. Administration of the Mednick Memorial Fund is vested in the Virginia Foundation for Independent Colleges.*

We are pleased to announce that \$2,000 will be available for distribution to each college in late June 2012. There is no assurance that a faculty member from every college will receive a grant, and no requirement that every college must submit a proposal. A committee of VFIC business trustees and college presidents oversee the selection of research proposals for funding on an annual basis. The committee encourages each of the colleges to submit a proposal and, within reason; the committee tries to provide research dollars in an equitable manner among the VFIC colleges.

Proposals should be developed using the following:

- A. Complete the Mednick Memorial Fellowship Online Application form at <https://www.vficprograms.org>. The six components of the application include: Grantee Contact Information, Narrative, Timeline, Budget, Evaluation, and Attachments.
- B. Each proposal must be accompanied by a letter of validation from the president or the chief academic officer commenting briefly on the merit of the proposal in terms of the future interests of both the institution and the applicant.
- C. Deadline for applications - February 28. Applicants will be notified in April and the awards will be available by July 1 through the sponsoring institutions' business office.
- D. It is the obligation of the sponsoring institution to:
  1. Ensure that funds granted to its applicant are used exclusively in support of the purposes for which the grant was requested and approved, and

2. By May 31 of the year following the award, advise the VFIC of the status of the project for which the grant was made.

E. The committee will accept only one proposal from each member college. Grants may be requested to supplement other available research funds. Grants will NOT be made for any of the following:

1. Faculty members engaging in normal course work leading toward a degree
2. Stipends or other compensation to be paid to faculty members, students, consultants or other personnel. This also includes clerical and administrative research assistance for the research project (i.e., typing, filing, proofreading, transcription services, etc.)
3. Travel not directly related to the research project
4. Tuition and registration fees
5. Purchase of supplies other than for the research project
6. Purchase of capital equipment (i.e. computers, laptops, LCD projectors, etc.) An exception may be reasonable scientific equipment needed to conduct research pertinent to the project. All requests of this nature are subject to review by the committee. Please inquire prior to sending in a proposal.

**Timeline**

- February 28 - Deadline for applications
- April 16 - Notification of Awards
- July 1 - Distribution of Awards
- May 31 (of the following year) - Final Report

Attached is a pdf which outlines the program and on-line application process in detail. Once you have selected a candidate for the 2012 award, please have them apply on-line at <https://www.vficprograms.org> by February 28, 2012.

Should you have any questions about the 2012 program, please contact me at [johnson@vfic.org](mailto:johnson@vfic.org) or 804.288.6609.

Thank you for your interest in the VFIC Mednick Program. We look forward to receiving an outstanding group of proposals for the 2012 Mednick Fellowship Program.