



## Mednick Memorial Fellowship Grant

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1. Mednick Memorial Fellowship Grant

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## Mednick Memorial Fellowship Grant

Inquiries and questions should be directed to Mary-Beth Johnson at [johnson@vfic.org](mailto:johnson@vfic.org).

### Description of Grant

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 to encourage the professional development of college teachers and improve their academic competence through fellowships for research and advanced study. 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.

### Mednick Grant Proposal Information

The committee maintains a flexible policy with regard to the number and size of grants from year to year. 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. Proposals should be developed using the following:

- A. Complete the Mednick Memorial Fellowship Online Application form. 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 26. 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:



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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:

- Faculty members engaging in normal course work leading toward a degree
- 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.)
- Travel not directly related to the research project
- Tuition and registration fees
- Purchase of supplies other than for the research project
- 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

- November 1 - RFP Announcement
- February 26 - Deadline for applications
- April 15 - Notification of Awards
- July 1 - Distribution of Awards
- May 31 (of the following year) - Final Report Due

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### Mednick Memorial Fellowship Grant – [Application](#)

*NOTE: Please be sure to hit "Save" after you enter each item"*

1. Title (Mr., Ms., Dr., etc.)
2. First Name
3. Middle Name
4. Last Name
5. Suffix
6. Department
7. Position within this department
8. College/University
9. Campus mailing address (include box # if applicable)
10. Campus city
11. Campus state
12. Campus zip
13. Phone
14. Fax
15. Email
16. Project title
17. Endorsed by
18. Amount requested
19. Project start date



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20. Project end date
  21. Narrative: Please provide a description of the background, objectives, methodology, and significance of the project.
  22. Timeline: Describe your specific activities / strategies using a timeline.
  23. Please upload a spreadsheet detailing the line item descriptions and the amount/cost of the expected use of the fellowship money for the Mednick Grant (travel, lodging, supplies, materials, meals and incidentals, transportation). (Please use current IRS Standard Mileage Rate for auto travel estimates.) Uploads may be PDF, Word, or Excel files.
  24. Briefly describe your plan for evaluating the success of the project.
  25. Please upload a current resume. Uploads may be PDF, Word, or Excel files.
  26. Please upload a letter of endorsement from the President or Dean of the College/University. Uploads may be PDF, Word, or Excel files.
  27. Please upload a bibliography, if applicable. Uploads may be PDF, Word, or Excel files.
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## FINAL REPORTING

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### **Final Reports**

Complete a Final Status Report for Your Award:

1. VFIC Capital Projects Program - Final Report
2. VFIC CAREER15 Liaison Grant Program - Final Report
3. VFIC Minority Orientation/Retention Program - Final Report
4. Undergraduate Research Program - Final Report
- 5. Mednick Memorial Fellowship Grant - Final Report**

## **Mednick Memorial Fellowship Grant - Final Report**

*NOTE: Please be sure to hit "Save" after you enter each item"*

1. Findings/Results/Accomplishments - Describe the outcomes from your research and the impact the work has had or will have on your professional development.
  2. Expenditure of Funds - Please provide a detailed accounting of how the funds were expended.
  3. Dissemination of Results and Publication - Please list how and where your research project's results will be disseminated, shared and/or published.
  4. Timeline for Completion, if work is still in progress - Describe the specific activities that are still in progress or scheduled to be completed that directly relate to this project.
  5. Future Work - Please provide any plans for future work directly related to this project.
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