



OFFICE OF RESEARCH AND GRADUATE PROGRAMS
Cal Poly, San Luis Obispo

*** This program has been suspended indefinitely. ***
ANNOUNCEMENT

ASSIGNED TIME FOR PROPOSAL DEVELOPMENT

As part of our effort to stimulate research activity, the Office of Research and Graduate Programs will consider faculty requests for assigned time for the specific purpose of preparing grant/contract proposals. Many faculty have indicated that it is difficult to prepare proposals while carrying a full teaching load, particularly if they are new to the process. Likewise, multi-disciplinary projects involving several investigators may be difficult to coordinate without assigned time.

Faculty who wish to apply for assigned time should request it in writing, indicating the number of WTUs requested, the academic term for which the request is made, the agency/program for which the proposal is being prepared and the application deadline, as well as any other information that supports the request, e.g. preliminary work accomplished either on the project or on proposal development. The request should be directed to the Dean for Research and Graduate Programs and signed by the respective Department Head/Chair and Dean. A current C.V. and listing of other University support received during the last five years should be included. Special consideration will be given to requests that are matched with assigned time from the College, but this is not a requirement.

Since requests will be linked to proposal deadlines, they may be submitted at any time during the academic year. Because funds are limited, however, requests made early in the academic year, or prior to the start of the year, will have a greater likelihood of approval. In general, it is anticipated that three to six WTUs will be provided and will be reimbursed at the minimum faculty replacement level for an assistant professor.