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**SCIENCE INSTITUTE**  
College of Arts & Sciences  
Fairfield University

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DATE: December 1, 2023

TO: All Full-Time Science & Math Faculty Members

FROM: Dr. Shelley Phelan, Director of Science Institute

SUBJECT: Request for Proposals for Science Institute Rolling Grant

The Science Institute at Fairfield University is an endowed program in the College of Arts & Sciences that supports activities and programs in the areas of science and mathematics, including innovative teaching, curriculum development, lectures, and seed grants for research, along with projects that promote the cultivation of an appreciation for scientific teaching and inquiry in the University and the community at large.

The Science Institute announces a new RFP that will be **open on a rolling basis for the remainder of this academic year to full-time Science & Math faculty members**. This RFP will support grants of up to \$1,000 for areas currently underfunded at the university but that are vital for the continued success and professional development of our faculty and students. Priority will be given to supplement student travel to conferences to present research, or student research supplies. Since the timing of such needs often falls outside of our spring RFP schedule, we hope that this rolling application can address some of the unmet needs in these areas.

The Institute encourages submissions that build connections between disciplines and that demonstrate positive outcomes for students. In addition, submissions that advance Fairfield's Jesuit and Catholic identity are welcome. Applications that explicitly advance the goals of the University Strategic Plan and/or College priorities will be given special consideration.

The Institute is directed by Dr. Shelley Phelan, Director of Science Institute. There is a rotating faculty advisory committee that participates in the review of applications. Please **submit the application electronically as a pdf** to [jfrancis@fairfield.edu](mailto:jfrancis@fairfield.edu).

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