George Mason University Libraries

FENWICK FELLOW PROGRAM GUIDELINES

Program Purpose:
The University Libraries will make one Fenwick Fellow award available each academic year in order to support research activities of George Mason University faculty members, as well as enhance the collections of the University Libraries. The Fenwick Fellow will be awarded $5,000 and will receive exclusive use of a furnished and equipped office in Fenwick Library. The award is administered by the Office of the University Librarian (with approximately half the amount to cover one-time purchases of research materials falling within the University Libraries' collection development policies, and the remainder allocated towards other research-related costs as deemed appropriate).

Funding Cycle:
The Fenwick Fellowship is available and funded each academic year. The request for proposals and selection of the Fellow takes place during the Spring semester. The Fellowship is in effect from late August of the current year until early August of the following year.

Faculty Eligibility:
The Fenwick Fellow Program is open only to all tenured and tenure-track faculty members of George Mason University. It is requested that previous Fenwick Fellow selectees do not submit proposals.

Proposal Format:
The research proposal should be brief, in 12-pt. font, and should be accompanied by a brief curriculum vita, including information about the applicant's current position, and teaching and research responsibilities at George Mason University. Although there is no required format for the proposals, it will facilitate the work of the proposal reviewers if the following points are clearly addressed, prefaced by a project summary (200 words or less):

1. Central problem to be addressed.
2. Applicant's previous work in the general area.
3. Research methodologies to be utilized.
4. The need for research space in the library.
5. Budget for proposed project materials (e.g. indicate approximate costs of new research materials and/or research assistant stipend and/or possible conference costs that would be purchased with the stipend).
6. Expected results of the Fellowship.

Submission Procedure:
Each proposal must be approved and signed by the applicant's department chairperson. One electronic copy and six paper copies of the proposal should be forwarded by April 23, 2012 to
Debra Hogan, Executive Assistant to the University Librarian, A227 Fenwick Library, MSN 2FL (dhogan1@gmu.edu).

**Evaluation Procedure:**
The selection committee is comprised of six members – three instructional faculty members and three librarians. An Associate University Librarian serves as Administrative Coordinator of the selection process. The University Librarian appoints all evaluators. (Starting in 2012, instructional faculty will be drawn from the ranks of past Fenwick Fellows to the extent possible.) One research proposal will be selected and recommended to the University Librarian.

**Requirements of the Fellow:**
All library research materials acquired on behalf of the Fellow are added to the collections and remain the property of the University Libraries.

After the fellowship is completed, University Libraries sponsors a public lecture (during the Spring semester of the following academic year) in which the Fellow presents the results of his or her research.

2/2012