Dear HSB Faculty:

This request for proposals contains program descriptions and guidelines for an Arrupe Center Case Writing Fellowship. We are pleased to offer a wide variety of opportunities to support your efforts integrating ethics into your teaching and research. Feel free to consult with us before you submit your application. To apply, please fill out the online application found on our website.

Sincerely yours,

Arrupe Center Staff
Tim Swift, Interim Director  x1655  tswift@sju.edu
David Steingard, Assistant Director  x3231  steingar@sju.edu
Patti Coney, Administrative Assistant  x1142  pconey@sju.edu

Guidelines for Arrupe Center Case Writing Fellowships

1. Potential Arrupe Center Fellows submit proposals to Arrupe Center staff. Proposals are evaluated based upon a) the degree to which they integrate ethics in research, teaching, and/or student learning, b) the possibility for successful completion in a given time frame (usually one year), c) the quality, rigor, and completeness of the proposal, d) the complementarity to the applicants’ research, teaching, and faculty development plans, and e) available funds.

2. For Arrupe Case Writing Fellowships, funding is available for ethics-related cases that: a) represent a new research stream with ethical content or b) extend current research with subsequent integration of ethical content. Funding is not available for cases that are a) already completed, regardless of ethical content, or b) previously funded from another source. Applicants must specify how this stream of work will substantially evolve as a result of your becoming an Arrupe Center Fellow.
3. Joint submissions are welcome as long as the lead applicant is an HSB faculty member. Funding awards will be divided evenly among all applications who are HSB faculty. Arrupe Case Writing Fellowships are available to tenure-track faculty.

4. An Arrupe Center Case Writing Fellowship stipend funding cycle starts on notification of acceptance and ends 12 months later. One-half of stipends will be disbursed via direct deposit upon acceptance of proposals and the remainder upon project completion so long as such completion occurs within one calendar year of the date of acceptance. After the end of the cycle, no funds can be disbursed. Research is considered complete once you have provided a completed manuscript along with proof of its submission to a scholarly publication outlet.

5. You may teach year-round (on and off-load) as an Arrupe Center Case Writing Fellow, but you may not participate while you are receiving University summer research grant. Your endeavors as an Arrupe Center Research Fellow should be distinct from all other ongoing funded research activities.

6. We encourage you to attend Arrupe Center campus events, especially throughout the year of your fellowship.

7. Faculty may be simultaneously eligible for more that one type of Arrupe Center Fellow appointment; however, the fellowships must involve separate and distinct work.

Arrupe Center Case Writing Fellowship Funding

<table>
<thead>
<tr>
<th>Type</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Individual</td>
<td>$2,500</td>
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<tr>
<td>Joint fellowships</td>
<td>$4,000 total, divided equally</td>
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