



Samford University

Center for Worship and the Arts

Engaging Worship – FAQ Document – 2024-2025

How can I learn more about the Center for Worship and the Arts?

We encourage you to check out our [website](#), as well as our presence on [social media](#).

Why are you doing this?

We love our Samford Community and want to steward our money in a manner that helps us advance our mission and vision, but also helps your vocation as faculty or staff. Part of our work at the Center for Worship and the Arts is “resource creation,” and this Engaging Worship program advances this aim. Put differently: help us help you, which, in turn, helps us. 😊

What counts as a “worship resource” or a “practice-oriented project”?

Liturgies, prayers, hymns/songs, devotionals, visual art, meditations, how-to guides, spoken word pieces, podcasts, short films—anything that can be used to support a worship service and/or devotional practices. “Out of the box” is always welcome (looking at you, biologists, engineers, and lawyers).

What counts as an “academic-oriented project”?

Research papers, panel presentations, lecture series, public scholarship, podcasts, etc. If you can demonstrate that your proposal relates to the topic of “worship,” we’re interested in hearing about it!

What are you *really* looking for?

This is not a fishing expedition. We want to encourage your creativity. Here’s how we’re evaluating proposals:

1. *Harmony with our Mission and Vision.* See website and social media presence.
2. *Portability of the project.* We are especially interested in projects that can become resources that are easily shared and distributed.
3. *Evidence of appropriate preparation and planning.* Competitive proposals will show that the applicant has conducted necessary preliminary research for the project; demonstrated the feasibility of the research and/or creative design; and provide a compelling spending plan for the requested grant amount.

Who will be reviewing these submissions?

[The CWA staff](#), a representative from the Office of Research, and one to two external reviewers from other academic institutions.

How will these final projects be used?

We will be sharing the results of your grant project with our network of community partners, as well as across the University.

Can I pay myself as a part of the budgetary planning?

Yes, but the amount must be justified (for instance, a staff person might calculate their hourly rate of pay and designate a certain number of hours to be paid for this project). We find proposals that keep supplemental pay below 50% of the total grant budget to be most compelling.

I'm a staff member (not faculty), but I want to do an academic project. How can I make my application compelling?

If you have earned a graduate degree (or are in process), please name that in the application. If you do not have a graduate degree, we encourage you to outline previous academic work and/or publications in the relevant section of the form.

How detailed does my budget need to be?

It depends on the nature of the project, but we want to see that you have given major thought to how monies will be expended (and a timeline of those expenditures).

Can I spend this money on any aspect of conference attendance?

No.

Who is eligible to apply?

All full-time Samford University employees—faculty and staff—are eligible to apply.

When is it due again?

The completed application **with all signatures** must be submitted by July 1, 2024. We encourage you to give yourself a buffer of 2-3 weeks to obtain all signatures.

I'm applying as a joint applicant. Is there anything I should know about this?

Our review team expects joint applicants to share the workload of the project evenly. The application should lend itself toward mutuality in the preparation of the final deliverable(s).

If I am awarded the grant, how will the money be distributed?

This detail is still being finalized, but it will either be distributed in one lump sum through a supplemental pay request, or through a reimbursement process. Regardless of distribution method, you will need to keep a detailed accounting of your expenditures.

How does money distribution work for joint applicants?

While the details about the “delivery method” of funds is still being finalized, joint applicants can decide how they would like the money divvied up.

When must I complete my project?

Your final deliverables are due to Dr. Nelson Cowan via email no later than June 30, 2025.

What's the accountability process like?

Awardees will attend an initial orientation (a brief, one-on-one online meeting), a halfway checkup in December 2024 or January 2025, and monthly encouragement emails throughout the process.

Other Questions?

Contact Rev. Nelson Cowan, Ph.D., Director of the Center for Worship and the Arts.

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