

Office of the Provost

Date: September 28, 2017
To: Full-time Tenured or Tenure-Track Professorial Rank Faculty
From: Lon Kaufman
Acting Provost and Vice President for Academic Affairs
Subject: 2017-2018 President's Fund for Faculty Advancement

We are pleased to announce another round of funding via **The President's Fund for Faculty Advancement**. In response to your requests and in support of Hunter's strategic plan, President Raab created this fund to help ensure that Hunter faculty have the resources they need to advance their careers and the research mission of Hunter College. Full-time tenured or tenure-track professorial rank faculty are eligible to apply.

The President's Fund for Faculty Advancement is specifically designed to provide you with the resources you need to publish completed or nearly completed work or obtain external funding for your research, scholarship or creative work. While all requests that address these goals will be considered, the following examples of requests are particularly appropriate for this program:

1. Seed money (e.g., to collect pilot data, including new collaborative projects, necessary to submit a major grant proposal);
2. Funds to pay for statistical consultation on publishable manuscripts or grant proposals;
3. Funds to pay for short-term research assistance to collect or analyze data for publication or grant proposals; and
4. Costs related to the purchase of specialized datasets, software, or other materials necessary to complete a publishable scholarly or creative project, or general pilot analyses for grant proposals.

This fund is not appropriate for just-in-time funding relating to paying for an index for a completed book, permissions fees, and journal page fees. For requests of that sort, use the [Shuster Award application](#). Requests for travel funds to conferences and meetings and course release are not appropriate for this program. Travel funds should be requested via the Presidential Travel Awards program.

This year, applications for the Faculty Advancement Award will be accepted for proposals of up to \$3000 per faculty member. Requested items/services must be purchased and used for a new or continuing research, scholarship, or creative project during the period of September 1, 2017-August 31, 2018.

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Applications must be completed online and include the following components:

1. **A brief proposal**, written for a non-disciplinary audience that:
 - a. describes the specific project for which the proposed items/services are requested
 - b. explains why the requested items/services are necessary to submit your external grant proposal or publish your work within the specified time frame.
 - c. Specifies the target outcome (e.g., grant proposal, publication, creation of creative work, etc.)
2. **A budget** for the requested items/services that indicates if any of the costs will be covered by another source.
3. **An up-to-date *curriculum vitae***
4. **Outcomes for internal (Hunter College) funding you've received over the past 4 years.** Please enter outcomes (e.g., publications, grant proposals submitted and/or funded) based on funding received from the following internal funding sources: Shuster Faculty Fellowship Fund, the President's Fund for Faculty Advancement and Presidential Travel Awards (if the travel award was for research or data collection).

NEW: An application for funding from PSC-CUNY is REQUIRED for consideration for these funds. Where requested on Hunter's online form, please upload a copy of your PSC-CUNY application. The submission to PSC-CUNY may be for the same activity or for a different one for this funding cycle.

Faculty who receive funding via this program are asked to submit an abstract of the submitted paper or grant proposal (or similar summary of the funded work) to their chairs and deans once the book, article, grant proposal, or other scholarly or creative work has been submitted. **Any publications resulting from this funding should be acknowledged as supported by the Hunter College President's Fund for Faculty Advancement.**

Applications are due **no later than 5 p.m. on Thursday, December 21, 2017**, via the [online application](http://tinyurl.com/faculty-advancement): <http://tinyurl.com/faculty-advancement>. Please use only the online form; email requests will not be considered. All applications submitted through the online system will be forwarded to department chairs and deans after the application deadline. We anticipate that final awards will be announced in April 2017.

If you have any questions, please contact the Office of the Provost (212-772-4150).