



TO: Full-time Faculty Members

DATE: April 9, 2013

FROM: Vita C. Rabinowitz, Provost and Vice President for Academic Affairs

RE: The Avon/Tukman Award for Undergraduate Summer Research Residencies

Applications for grants will be accepted until midnight on May 3rd, 2013 for the Avon/Tukman Award for undergraduate summer research residencies (at institutions other than Hunter College). The award is open to female and underrepresented minority students.

PROGRAM OVERVIEW

The Avon/Tukman Award is available to current female and underrepresented minority Hunter College students who are enrolled in a summer residency program and are interested in a research career. Funding is provided from investment income from gifts made by the Avon and Tukman families.

Applications are due May 3rd and must include all of the following items:

- 1) the student's transcript;
- 2) a letter of recommendation from the student's Hunter College mentor/sponsor;
- 3) a letter of support from the student's intended research institution mentor; and
- 4) a statement from the student providing the following:
 - a. what the research project will entail,
 - b. the skills to be sought in carrying out the research,
 - c. where this research will take place (the institution, the program),
 - d. who the mentor at that institution will be,
 - e. the amount of funding requested, and
 - f. a budget to substantiate this amount.

ELIGIBILITY

Full-time Hunter College undergraduate students who are female or underrepresented minorities are eligible. Recipients of Avon/Tukman awards in the previous year and those conducting research for an advanced degree are not eligible.

FUNDING AND DURATION

It is anticipated that up to \$12,000 will be awarded this year. Typical grant awards will range from \$500 to \$2,000 for the summer of 2013; award funds will be available as early as May 30. Funds may be requested for travel, room and board, or supplies; awards may be used for research opportunities in the context of study abroad, where appropriate and approved. Awards are not appropriate for computers.

SUBMISSION OF PROPOSAL

Proposal documents must have margins no smaller than one inch, and a font size no smaller than 10 point. (Figures, charts, tables, figure legends, and footnotes may be smaller in size but must be clear and legible).

Proposals are due by midnight on Friday, May 3rd, 2013, as either entirely electronic or entirely paper submissions:

- Electronic submissions (with scans of non-digital documents) may be sent to Miriam Galindez at mgalinde@hunter.cuny.edu
- Paper submissions may be delivered to The Office of the Provost, 1701 Hunter East.

REVIEW PROCESS

The President's Grants Review Committee is appointed by the Provost for a period of one year. The Committee will make recommendations to the President.

ACKNOWLEDGMENT OF AWARD ON PUBLICATIONS

Publications resulting from awards from the Avon and Tukman Funds should contain the following acknowledgment of support:

This project was supported (in part) by an award from the Avon and Tukman Funds at Hunter College of the City University of New York.

FINAL REPORT

Awardees are expected to submit a one-page report on their summer research, by December 31, 2013.