

Date: June 7, 2013
To: Full-time Tenured or Tenure-Track Faculty
From: Vita C. Rabinowitz
Provost and Vice President for Academic Affairs
Subject: 2014 President's Fund for Faculty Advancement

We are pleased to announce another round of funding via **The President's Fund for Faculty Advancement**, which seeks to provide faculty with the resources they need to publish or obtain external funding for their research or creative work. In response to your requests and in support of Hunter's new 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 faculty in the five schools and the library are eligible to apply.

The President's Fund for Faculty Advancement is specifically designed to provide you with the resources you need to publish or obtain external funding for your research, scholarship or creative work. While all requests that address these goals will be considered¹, we provide the following examples of requests that are particularly appropriate for this program:

- Seed money (e.g., to start a new collaborative project or collect pilot data necessary to submit a major grant proposal)
- Page charges for journal articles
- Costs related to the creation of a book index
- Funds to pay for manuscript/proposal editing or statistical consultation on publishable manuscripts or grant proposals or
- Funds to pay for short-term research assistance to collect or analyze data for publication
- Costs related to the purchase of specialized datasets, software, or other scholarly materials necessary to complete a publishable scholarly or creative project

This year, applications will be accepted for proposals of **up to \$3000** per faculty member.

Applications must include the following 4 components:

1. **The attached cover sheet**, signed by the applicant and his/her department chair, which indicates the applicant's acceptance of the following two program requirements:
 - a. If funded, requested items/services must be purchased and used for a new or continuing research, scholarship, or creative project during the period of January 1, 2014 December 31, 2014.

¹ Requests for travel funds and course release are NOT appropriate for this program. Travel funds should be requested via the Presidential Travel Awards program.

- b. If funded, requested items/services must be used for a new or continuing research, scholarship, or creative project that will be submitted for publication or as part of an external grant proposal by December 31, 2015.
2. **A proposal**, written for a non-disciplinary audience and no longer than two pages page in length, 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.
3. **A budget** for the requested items/services that indicates if any of the costs will be covered by another source.
4. **An up-to-date CV**

All components of the application must be submitted electronically – paper applications will not be accepted.

All 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.

Applications are due in early fall 2013, but we announce the funding opportunity now so that faculty can get a head start on their applications. **All applications are due to department chairs by September 9, 2013.** Chairs should forward applications to the deans by **September 20, 2013.** Deans should forward proposals to the Office of the Provost by **September 27, 2013.** We anticipate that final awards will be announced in November 2013.

If you have any questions, please do not hesitate to call the Office of the Provost (212-772-4150).

Hunter College
2014 Presidential Fund for Faculty Advancement
Application Cover Sheet

Name: _____

Department: _____

Rank: _____

Tenured: Yes _____ No _____

Telephone: _____

E-Mail: _____

Please indicate your acceptance of the program requirements by initialing the following two statements:

_____ If funded, the items/services I have requested will be purchased and used for a new or continuing research, scholarship, or creative project during the period of January 1, 2014 – December 31, 2014.

_____ If funded, the requested items/services will be used for a new or continuing research, scholarship, or creative project that will be submitted for publication or as part of an external grant proposal by December 31, 2015.

Applicant Signature

Department Chair Signature

Hunter College
2014 Presidential Fund for Faculty Advancement
Application Cover Sheet

Name: _____

Department: _____

Rank: _____

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Applicant Signature

Department Chair Signature