Barnard Faculty Research Grant Policy
Effective 07-01-2016

The Grants Committee considers proposals to support full-time Barnard officers of instruction engaged in research and writing. Proposals are funded for research, writing, and publication, including:

a. **Faculty Research Grants** are available to support scholarly projects. Faculty Research Grants provide up to $4,000 per year in funding to support scholarly research. When a convincing justification is provided and funds are available, larger grants of up to $8,000 may be made available to support projects that extend over two fiscal years, but in no cases will grants exceed $8,000 over a two-year period. These Faculty Research Grants may not be used for summer salary or for release time from teaching for the purpose of writing and research.

b. **Special Assistant Professor Leave (SAPL) Supplements** are available for Assistant Professors on leave during their fourth year following a successful third-year review. The supplement is a one-time grant that allows for incremental funding of an amount not to exceed $12,000 over any two-year period of faculty eligibility inclusive of Faculty Research Grants already issued, and must be justified by application and clear sense of need.

**Eligibility and Terms of Grants:**

- Barnard Faculty Research Grants are available to full-time tenure-track, tenure-eligible, and non-tenure eligible reviewed and renewed faculty not in their terminal year.

- Faculty Research Grants may include costs incurred in research and publication including travel, supplies, purchase of equipment, research assistant support, childcare, and other related expenses.

- Faculty Research Grants are for eligible expenses not already covered by other sources of external and internal funding already available to the faculty member; faculty will be required to disclose all existing and pending internal and external grants and other sources of funding, including start-up and research accounts.

- Grants Committee members will be recused from discussion and vote on proposals from colleagues in their department.

**Note** – Faculty Research Grants are funded through endowment and as such are subject to fluctuations in funding that may affect research awards decisions and amounts granted.
**Grants, Requirements and Deadlines**

There are four deadlines for **AY18-19 Faculty Research Grants and SAPL Supplements**:

- Tuesday, October 9, 2018
- Tuesday, November 20, 2018
- Wednesday, January 31, 2019
- Tuesday, March 27, 2019

Please include the following in the application:

- ✔ Faculty Research Grant Application Cover Page with Chair’s signature
- ✔ Description of the Project- Limited to 2-4 single-spaced pages elaborating each point in the abstract on the cover page of the grant application, and, where relevant, also commenting on the relation of the proposed project to scholarly work already completed. The need for archival or on-site research should be justified by including where, why, and when as well as whether special permissions and visas have been secured, if necessary. A budget narrative is also encouraged.
- ✔ Budget Worksheet (provided on the Forms & Guidelines site) or an itemized budget breakdown
- ✔ Abbreviated *Curriculum Vitae* (limit: 2 pages, include recent publications)
- ✔ Institutional Review Board Human Subjects Protections or IACUC Approval, where applicable.
- ✔ A list of all pending and existing internal and external grants, with available dollar funding amounts. (Include mentioning of startup and research accounts.)

When submitting your proposal, please keep in mind that the Grants Committee members are from many, but not all, academic departments and therefore are not experts in all fields. Applications should be written accordingly.