

March 4, 2016

To: Assistant Professors approaching tenure

**From: Richard Arnott, Chair
Committee on Research**

RE: CALL FOR 2016-2017 REGENTS' FACULTY DEVELOPMENT AWARDS

THE SUBMISSION DEADLINE FOR ALL APPLICATIONS IS
5:00 P.M., MONDAY, APRIL 4, 2016

NO LATE APPLICATIONS WILL BE CONSIDERED.

The application form must be filled out electronically and submitted electronically to the Academic Senate. The application web address is:

<https://senate.ucr.edu/rsenate/dashboard.php/grants>

If you have problems logging in to the application call the Academic Senate Office at x-22550 or email senate@ucr.edu. Please follow the instructions. Error messages will be provided if you do not follow the instructions.

GUIDELINES

Assistant Professors who anticipate submitting their tenure files within the next two years are eligible to apply for the Regents Faculty Development Award. This award can only be received once. Faculty members whose tenure application is under review in the current academic year are *not eligible* to apply (and should instead apply for a CoR Grant). *You may submit an application for multiple awards (Omnibus & Regents Faculty Development Award), but each must be filled out in its entirety.* A faculty member who receives a Regents Faculty Development Award above \$5,000 will not receive Omnibus funding. Regents Faculty Development Award funds do not have to be spent within one year, and may be carried forward into the 2017-2018 fiscal year. Unused funds after June 30, 2018 must be returned to the Academic Senate. **Only applications adhering to the guidelines described will be considered.**

The Regents Faculty Development Award is funded by the Office of the President to support Assistant Professors who are approaching tenure. Funds may be used for summer salary (for faculty paid on an academic year basis), research assistance, research-related

travel, supplies and/or equipment, and support for attendance and participation at professional meetings. Funds may be used for pedagogical workshops or other seminars to improve teaching skills. Funds may also be used to supplement a partial-salary sabbatical leave (up to 33% for one or two quarters for sabbatical leave). Funds may NOT be used for course buy-outs or during periods of unpaid leave.

This year there will be two funding levels. The levels are tentatively \$5,000 and \$10,000, but may be reduced depending on the availability of funds.

Proposal Format and Guidelines

The application comprises basic information and the following attachments, each of which is uploaded as a separate file (attachment):

1. An abbreviated (two-page) current curriculum vitae.
2. A proposal limited to three single-spaced pages with at least 11 point font and 1” margins, which includes a narrative that indicates how the proposed activities relate to the applicant’s current and planned research program, as well as the anticipated contribution of the research program to the applicant’s field of research. Any bibliographical references should be included at the end of this section (included in the 3 page maximum). Proposals should be understandable by a general academic audience.
3. A one page budget and budget justification.
4. A letter of support from a senior colleague or academic mentor who is knowledgeable about the applicant’s field of research. If the applicant and/or letter writer wishes, the letter of support can be emailed to senate@ucr.edu so that it remains confidential, and can be uploaded to the application after it is submitted. *If you choose not to attach the letter to your application, it must be emailed to senate@ucr.edu no later than 5:00pm on Monday, March 28, 2016 or your application will not be considered for funding!*
5. All the documents must be attached and submitted at the same time.

PDF files are preferred; however, Microsoft Word is also acceptable (no WordPerfect, RTF, or plain text files will be accepted) and should be letter size, single-spaced, with at least 1” margins and at least 11 point font. All pieces of the proposal and supporting documentation must be submitted as four files as described above. **Applications that do not comply with the length and formatting instructions will not be considered. LATE APPLICATIONS WILL NOT BE CONSIDERED.**

Reporting Requirements

Recipients are required to submit a brief (1-2 page) final report describing the research accomplishments, publications, and/or other benefits obtained with the support of the award including the amounts of any extramural funding the award facilitated. Approved reporting templates can be found at: <http://senate.ucr.edu/committee/?do=info&id=20>. The report should be submitted as an e-mail attachment to senate@ucr.edu by **February 15, 2018**. Reports are necessary to justify future intramural funding. For this purpose the committee needs to document publications (published or in preparation) and

grants/fellowships applied for and/or received as a result of the Regents' Faculty Development Award. Recipients who do not fulfill these reporting requirements will be ineligible to apply for a CoR Grant until the report has been accepted.