The Jean-Pierre Mileur Faculty Development Fund Grant
Guidelines for Academic Year 2016-2017

Format: Submit materials via email to Diane Horvath (dmhorv@binghamton.edu)
Deadline: Friday, February 17, 2017 by noon

Purpose
The goal of the Jean-Pierre Mileur Faculty Development Fund Grant is to promote the scholarly, creative, and artistic work of Harpur faculty while encouraging them to seek external support for this work.

Award Amount
Applicants may request up to $4,000.

Eligibility
Eligible are all tenured and tenure-track Harpur College faculty who do not currently have research support from Harpur College or Binghamton University (for example, through research accounts awarded as start-up or retention packages).

Conditions
All applicants must EITHER have submitted a proposal of at least $20,000 for external funding related to the proposed project within the twelve months preceding the application OR submit such a proposal within the twelve months following the receipt of the grant. At the conclusion of the award period, awardees must submit a report that indicates what they accomplished and the external funding for which they have applied.

Use of Funds
Funds may be used for:
- Travel to libraries, archives, or other research sites
- Purchase of equipment, supplies, and materials
- Costs associated with human or animal subjects
- Hourly wages for research assistants
- Other purposes necessary to undertake the project

Summer salaries are supported only in unusual and exceptional circumstances.

All expenditures must be in compliance with University and SUNY regulations. Modifications to any proposed expenses require prior approval from the Harpur Dean’s Office.
The Jean-Pierre Mileur Faculty Development Fund Grant (cont’d)

Application Materials
1. Cover Page (see ‘Cover Page’ MS Word file) including your name, department(s), project title, and a 150 word abstract
2. Budget Page
3. Project Narrative (max 1,000 words, about 2.5 pages) that includes the following:
   a. A brief description of your scholarly or artistic project, including the reason why financial support is needed
   b. The specific nature of the work to be accomplished during the award period
   c. How your work contributes to the scholarship in your discipline, to your professional development, and to the reputation of your department
   d. The sources of external funding being sought for the project
4. Up-to-date CV (max 3 pages)

All materials must be submitted by Friday, February 17, 2017 by noon.

Review & Notification
A committee appointed by the Dean of Harpur College evaluates the submitted applications and submits their recommendations to the Dean, who then makes the final decision on awards.

In making its recommendations, the committee considers

- Your project’s scholarly, creative, or artistic merits as well as your proposal’s clarity and coherence
- Your record of scholarly accomplishments
- The significance of the project for advancing scholarship in your discipline and for the reputation of your department
- The likelihood that you will be able to complete the proposed work during the award period
- The likelihood that you will obtain external funding for the project

Please make sure that your project narrative is understandable to faculty outside your field.

Awardees will be notified by April 28, 2017.

Questions
Please contact Florenz Plassman, Associate Dean for Graduate Studies and Research, at fplass@binghamton.edu