

OAR Funding Programs – 2014

The Office for the Advancement of Research (OAR) is dedicated to working with faculty in the pursuit of their research and scholarly goals, and is available to assist faculty in grant-seeking and publication activities. Faculty members are encouraged to consult with OAR on any aspect of these processes. OAR promotes faculty success through several funding programs, including:

- *The Emergency Fund program* – Limited support is available for research or other scholarly activities that specifically address a need that is urgent and/or time sensitive in nature. This may include support for research on disasters or other unanticipated events for which a rapid response is critical. Emergency funds may also be requested for events that could not be anticipated in the normal course of research, for example, new legislative funding priorities that are time-sensitive in nature, cuts to a grant budget that may severely impact performance, etc. Emergency Funds are not appropriate for needs that could have been anticipated in the normal course of research. Funds are made available on an ongoing and as-available basis. To make a request to the *Emergency Fund*, faculty must submit a one-page project summary to OAR. This summary should detail the nature of the research planned and the reason the project qualifies for emergency funds. While no explicit limits are set to allow for flexibility, it is anticipated that requests will be in the range of \$4,000-\$6,000 with 2 to 4 requests approved per year. Requests should be submitted in electronic form to OAR (oar@jjay.cuny.edu) with *Emergency Funds* clearly indicated in the subject line.
- *Seed Money Requests* – Limited funds are available to support pilot or preliminary work necessary to pursue a major grant application to an external funding agency. Funds may be requested to undertake a pilot study to gather background data toward supporting a major proposal. Funds may also be requested to conduct planning activities or support the writing of a major proposal. Funds are expected to be limited to \$1,500 per request, though faculty can request more if special circumstances warrant the request. Faculty requesting *Seed Money* will be expected to submit to an external funding program in at least two cycles if the proposal is not funded in the first cycle. Funds are made available on an ongoing and as-available basis, with the anticipation that 3-5 requests will be funded per year. To make a request to the *Seed Money* program, faculty must submit a two page project summary to OAR. This summary should detail the funding agency being targeted; the nature of the proposal planned, and details to justify the seed request. Requests should be submitted in electronic form to OAR (oar@jjay.cuny.edu) with *Seed Money* clearly indicated in the subject line.
- *Proposal Peer Review* – To improve the quality of external grant proposals and their likelihood of success, OAR will make limited funds available for faculty to obtain external reviews of grant proposals prior to their submission to an agency or funding organization. Requests must be made in writing to OAR (oar@jjay.cuny.edu) with *Proposal Peer Review* clearly indicated in the email subject line; please include a completed draft of the grant application to be reviewed, along with the reviewer's name,

title, affiliation(s), and a brief (one sentence) description of her qualifications. Faculty are responsible for identifying and handling all communications with the peer reviewer, and the request must be ready sent at least 6 weeks before the grant deadline in order to be considered. OAR will provide an honorarium of \$250 (limited to one review per grant application), which will be paid directly to the peer reviewer to incentivize their work. The PI must submit a copy of the external review to OAR at least two weeks prior to the grant application deadline in order for the honorarium to be paid. Funds are available on a first-come, first-served basis until the annual budget for the program is depleted. Up to 10 requests may be funded in the first year.

- *Open-Access Publication Funding* – Peer-reviewed research journals and other scholarly venues are increasingly moving to an open-access paradigm. In this model, submitting authors are allowed to pay a fee so that their manuscript can be published in open-access mode, providing anyone access to the material regardless of whether they have a subscription to the publication venue. This is a notable effort in that it promotes dissemination of research to a broader audience and provides access to disadvantaged and developing populations. In an effort to broaden the dissemination of research of John Jay scholars, limited funds are available to faculty who wish to publish articles in open-access format in major, peer-reviewed, scholarly journals. Once a manuscript is accepted for publication, faculty must submit a request to OAR with the journal name, a copy of the acceptance letter, and a brief description of the journal quality and reach. Only publication in established, high-caliber venues will be supported at this time. Requests should be submitted in electronic form to OAR (oar@jjay.cuny.edu) with *Open-Access Publication* clearly indicated in the subject line. Total funds are limited to \$5,000 in year one and are available on a first-come, first-served basis, with maximum individual awards of \$1,000, until the budget is depleted.
- *Book Publication Funding* – The Office for the Advancement of Research wishes to support faculty authors who are in the process of publishing books (as a single-author/editor or first-author/editor) with high-quality, reputable presses. In the event that the publication contract requires the author to pay page fees, indexing fees, image rights, etc., the OAR will provide the author up to \$1,000 to pay fees of this nature (please note that this is reimbursement-based funding requiring original receipts or invoices, and cannot be used to pay expenses funded through any other source). Once a book proposal is accepted for publication, faculty must submit a request to OAR with (1) the original proposal, (2) a copy of the publication contract, (3) a brief description of the publisher's quality and reach, and (4) copies of receipts or invoices for the services to be funded. **Applications will not be considered in the absence of receipts or invoices totaling the full amount of funding requested.** Please note that contracts in which the author receives an advance of any amount are not eligible for this funding program. Requests should be submitted in electronic form to OAR (oar@jjay.cuny.edu) with *Book Publication* clearly indicated in the subject line. Total funds are limited to \$5,000 in year one and are available on a first-come, first-served basis, with maximum individual awards of \$1,000, until the budget is depleted. **PLEASE NOTE THAT BOOK PUBLICATION FUNDS FOR THE 2013-14 FISCAL YEAR HAVE BEEN DEPLETED. NO FURTHER BOOK PUBLICATION AWARDS WILL BE MADE UNTIL JULY 1, 2014**
- *Enhanced Travel Funding* – In addition to the over \$300k that the OAR disburses annually directly to the College's academic departments for the funding of faculty conference travel at the discretion of the department chair, the office has made an

additional \$5k per annum available for funding major travel opportunities such as invited talks and/or special workshops with the potential to have a significant impact on a faculty scholar's trajectory. Requests are limited to \$1k per faculty member, and are available on a first-come, first-served basis until the budget is depleted. In order to apply, please submit requests in electronic form to OAR (oar@jjay.cuny.edu) with *Enhanced Travel Funding* clearly indicated in the subject line. Successful requests will include (1) a justification for the funding need that clearly differentiates the travel opportunity from the general round of academic conferences in your discipline; and (2) an accompanying explanation from your department chair as to why they are unable to fund the opportunity through the departmental travel allocation.

- *Senior Scholar Release Program* - Begun in Academic Year 2013-2014, this program is intended for tenured Associate and full Professors who are engaged in a major scholarly project and have no other sources of course release. The award provides 1-2 courses of release time to be used in the subsequent academic year (or, in the case of Fall applications, the following semester). Applications for release during the 2014-15 Academic Year are due 30 April; should any courses of release time remain unallocated, an additional round of applications for Spring 2015 will be accepted during the Summer with a deadline of 30 September (please note that Scholar Release Program funding cannot be used for Summer Salary or any support other than course release time during the semester designated in the original application). Faculty must submit a two- to five-page project summary to the Office for the Advancement of Research. This summary should detail the nature of the scholarship planned and the reason the project requires the requested amount of course release time. Requests should be submitted in electronic form to OAR (oar@jjay.cuny.edu) with *Scholar Release Program* clearly indicated in the subject line. A total of six courses of release time will be awarded annually. Decisions will be made by the Associate Provost/Dean of Research in consultation with the Research Advisory Council.

The above programs are in place on an as-needed basis, and requests may be made at any point in the year. Funds are limited, and available on a first-come, first-serve basis. In addition to these funding programs, OAR also has several competitive Award programs that recognize faculty scholarship and fund competitive research proposals. OAR Award programs include: the Faculty Scholarly Excellence Award Program, the Collaborative Research Award Program, the Faculty Mid-Career Research Support Program, and the Donal EJ MacNamara Junior Faculty Award. To find out more about these Award programs please visit the [Research page](#) on the John Jay College website.