

Smith College

**Funding for Faculty Research,
Teaching, and Professional
Development**

Moneybook 2025–26

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SECTION 1: CFCD Funding

I. CFCD FUNDS FOR RESEARCH, TEACHING, PROFESSIONAL DEVELOPMENT

A. PURPOSE OF FUNDING

The Committee on Faculty Compensation and Development (CFCD) offers funding to support faculty members in their scholarly research, pedagogical and curricular development, professional development, and other professional activities.

The associate provost, Denise McKahn, serves as the chair of CFCD. Elected members are listed at <https://www.smith.edu/about-smith/provost/governance-committees>.

For questions relating to CFCD funding, please contact Josh Parad, senior academic budget manager, at jparad@smith.edu or x3007, or Susanne Kiley, internal grants specialist, at skiley@smith.edu or x5541.

B. ELIGIBILITY FOR CFCD FUNDING

Eligible:

Persons with faculty appointments at Smith College of 0.5 FTE or greater in that year[1]. Currently appointed faculty remain fully eligible while on sabbatical, leave without pay, or released time for administrative duties.

Ineligible:

Persons with faculty appointments of less than 0.5 FTE in that year

Staff members, pro rata instructors, and course support staff[2]

Persons who are not employees of Smith College

Faculty with 0.5 or higher FTE with active and running starter fund balances (CFCD allocations are made available upon full expenditure of starter funding). Members of

the faculty of the School for Social Work are eligible for School for Social Work Pre-Tenure Research Fellowships but not for other CFCD funding programs.

Emeriti faculty are eligible for emeriti grants but not for other CFCD funding programs.

All eligibility is calculated based on appointment by fiscal / academic year: July 1 – June 30.

C. ANNUAL ALLOCATION FUNDING

1. Description of Allocation

CFCD will provide an automatic annual allocation of research, pedagogical, and professional development funding to eligible faculty, termed 'CFCD Allocation Funding'.

The allocation for a tenured/tenure-track or full-time non-tenure-track faculty member is **\$3,600** in this current fiscal year. Eligible non-tenure-track faculty members' allocations will be prorated to their appointment in that year (e.g. 0.75 FTE = **\$2,700** and 0.5 FTE = **\$1,800**).

Faculty do not need to apply in advance in order to draw upon their allocation for eligible expenses. Please see the next sections on accessing funds and on eligible and ineligible expenses.

At the end of each fiscal year, any remaining balance will no longer be accessible to you. Balances will not be carried forward into subsequent fiscal years, nor may allocations be frontloaded or expensed against out-of-cycle, meaning expenses realized in a given fiscal year must be reimbursed in that fiscal year. As a result, all expenditures in a given fiscal year must be submitted by June 30 (the beginning of each new fiscal cycle is 07/01).[4]

If a faculty member overspends their annual allocation in a given year, they are responsible for covering the deficit via other appropriate College funding sources or personal funds as necessary.

2. How to Find your CFCD Allocation Fund in Workday

Each eligible faculty member has a CFCD grant (code **SD-60xxx**, entitled "CFCD – [surname, given name[3]]") into which their allocation will be placed at the beginning of the fiscal year, and upon which they may draw throughout the year. To find this grant in Workday, look under 'Grants Manager' and select the 'Internal Grants' tab. Go to 'Edit

Settings'. Select the appropriate fiscal year and type your last name into the 'Smith Designated' field and hit enter. You should then see all available Smith Designated funds that you have access to, including CFCD allocating funds, starter grant funds, or CFCD Student research assistance funds.

D. CFCD EXCEPTIONAL SUPPLEMENTAL GRANTS

Faculty who anticipate that they will expend their full annual allocation funding and will have further funding needs for exceptional or critical research or teaching opportunities in that year may apply to CFCD for supplemental grant funding. Applications must be received and approved before the faculty member has incurred the expense and/or depleted their annual allocation.

Faculty may apply for supplemental allocation funding up to an amount that is equal to the annual allocation granted to faculty each year (prorated to their normal maximum in that year). Funding is not guaranteed. Faculty should normally not expect to receive more than \$3,600 in supplemental funding during any 2-year period. Priority will be given to faculty who do not have other available research funding.

All parameters regarding eligible/ineligible expenses, maximum reimbursement limits (e.g. computer equipment), IRB review, and other relevant college policies as applicable to regular allocation funding apply also to supplemental funding.

Submit applications online at <https://form.jotform.com/62343851256961>. Contact Josh Parad or Susanne Kiley with any questions.

E. CFCD STUDENT RESEARCH SUPPORT

Eligible faculty may apply for Student Research Assistance Grants and Fellowships to fund meaningful research collaboration with Smith students during the academic year or summer. This funding is separate from and in addition to allocation funding and is not guaranteed. Students should not be hired until applications have been approved.

Eligibility is determined by the same criteria as eligibility for CFCD allocation funding, with the exception that junior tenure-track faculty with starter grants who are ineligible for allocation funding are eligible for student research assistance grants and fellowships.

The committee will consider applications for the fall semester, spring semester, and summer. Apply online at <https://www.smith.edu/about-smith/provost/grants-funding>. Funding is not guaranteed.

Fall semester assistance grants (Sept-Dec): second Monday of **September**

Interterm/Spring semester assistance grants (Jan-May[8]): third Monday of **November**

Summer assistance grants (June-Aug): third Monday of **March**

Summer undergraduate research fellowships (June-Aug): **third Monday of February**

Budgets:

Faculty may choose to apply for funding during any or all of the above-mentioned cycles. The total student assistance and fellowship funding available for a faculty member to request in a single academic year is \$6,710.

For research assistance:

Upon receiving an award notification, faculty may hire one or more students at a time up to full-time work (10 hours/week during the academic term; 40 hours/week during J-term, spring recess, and the summer), subject to the total dollar amount of their award. Hourly wages are set by the Controller's Office in accordance with state and federal law:

Fall 2025 Rate	J-term/Spring 2026 Rate	Summer 2026 Rate
\$15.25/ hr	\$15.25 / hr	\$15.25 + 10% benefits

For Summer Research Fellowships:

Summer undergraduate research fellowships must take place in either a 6-week or 8-week time period, on campus, during the summer. The pay rate used is the same as that used for research assistance, currently \$15.25/hr. As a result, a summer fellowship request will be made at a budgeted cost of either \$3,660 (6 weeks) or \$4,880 (8 weeks). Unlike Summer CFCD RA's, Summer CFCD Fellowships do not have an associated and budgeted fringe benefit rate.

For Budget Tracking:

We ask faculty to pay close attention to their total budget and expenses before requesting additional research assistance or fellowships. For example, at each application round, the maximum budget eligibility for a faculty applicant is calculated as follows:

Fall grants – up to full annual maximum

Spring grants – up to full annual maximum, less any amount awarded for the fall

Summer grants and fellowships – up to full annual maximum, less any amount spent in the fall + any amount awarded for the spring

Please note that these are the maximum amounts, not the amounts which applicants will automatically be awarded; funding at any level is not guaranteed. Unspent funds from the one time period (e.g. fall) may not be carried forward into a subsequent time period (e.g. spring or summer).. Faculty are encouraged to be realistic in their estimates so as to conserve funding eligibility for future applications in that year and for consideration of support to other faculty.

Each faculty recipient will have a distinct CFCD Student Smith designated internal grant (code **SD-62xxx**) set up for them, separate from their regular CFCD allocation grant, into which their award funding will be placed and to which all student positions should be charged. Once set up, faculty will retain the same grant number for CFCD student research assistance grants across years.

Hiring Students:

Faculty are responsible for ensuring that they do not exceed their awarded student support budget. Please note that if a student works multiple jobs in the summer, or has a job while engaging in a fellowship, they may accrue overtime, which is paid at time-and-a-half. Please work with your students to ensure this does not happen. If a faculty member overspends their awarded student support budget, they are responsible for covering the deficit via other appropriate College funding sources or personal funds as necessary.

For research assistants: Faculty must hire their students through Workday prior to the student beginning any work and approve their timesheets on a regular weekly or biweekly basis. Please note that students must submit the required employment documentation to Payroll before they can be hired.[12]

For research fellows: Research fellows are issued stipends for their research fellowship. Issuing their stipend will require the submission of an up-to-date W9 and a completed AP voucher through our Accounts Payable department in order to issue respective stipends.

F. EMERITI GRANTS

Retired emeriti faculty are not eligible for CFCD allocation, supplemental, student research support, or endowed grant/fellowship programs, but may apply for funding to support substantive research work through the emeriti grant program. Expense eligibility policies are the same as for the CFCD annual allocation funding except as detailed below. ,

Emeriti are eligible for up to **\$1,800** in CFCD funding in each fiscal year. They must apply in advance prior to expenses being incurred, and funding is not guaranteed. CFCD emeriti funding may not be carried forward into subsequent fiscal years, be 'borrowed against' in advance, or combined with funding from any other fiscal year. Emeriti with extant discretionary funds (see Section 2) are ineligible for CFCD emeriti funding until such resources are expended.

Submit applications via email to Josh Parad (jparad@smith.edu) and Susanne Kiley (skiley@smith.edu), describing the activity to be funded, when it will occur, and the total anticipated budget. Applications will be considered on an ongoing basis.

Eligible expenses include:

- Scholarly travel (broadly defined)
- Required publication fees, permissions, etc.
- Research supplies
- Smith student research assistance (not fellowships)

Ineligible expenses include:

- Equipment
- Professional memberships
- Books, texts, journals, newspapers or other similar physical media
- Periodical / journal subscriptions
- Office furniture, office supplies
- Expenses for persons other than the emeriti faculty member
- Telephone or internet-related bills or purchases

Any request for student research assistance must be submitted with the written approval of the Chair or Director of the academic unit that the emeriti faculty member is appointed to. Additionally, the student research assistants must engage in their work under the supervision of a current faculty member appointed in that same academic unit. The emeriti faculty member is serving as an informal adviser to the work being conducted.

Reimbursement requests must be submitted within 30 days of the expense being incurred, and by 06/30 annually (the close of each fiscal year) at the latest. .

All reimbursement and payment requests must be submitted electronically through Workday; **hardcopy or emailed payment requests will not be accepted.** instructions and links on how to submit reimbursement requests or invoices to be paid are described in the Allocation Funding section of this document.

Please contact Josh Parad (jparad@smith.edu) or Susanne Kiley (skiley@smith.edu) with questions.

G. CONNECTIONS FUND GRANTS

This Connections Fund is designed to advance the scholarly work of new faculty members and to increase familiarity in the campus community with the kind of research done by newer Smith faculty members. These grants provide support for tenure-track faculty members prior to tenure and promotion review and teaching post-doctoral fellows^[13] to bring established scholars in their field to campus. Eligible faculty members are therefore encouraged to apply early in their untenured years.

Please note that tenure-track faculty members who are temporarily ineligible for allocation funding due to the terms of their starter grants retain eligibility for Connections Fund grants in order to support their pre-tenure scholarly development and integration in the college community.

For tenure-track pre-tenure faculty, a total of \$2,500 is available in funding across the years leading up to a including tenure review and promotion decisions. Post-doctoral teaching fellows may apply for up to \$1,500 in the years of their fellowship appointment.

Normally these funds are used to invite established scholars working in their field to Smith for the purpose of a guest lecture, panel discussion, or other appropriate intellectual exchange.

Uses:

Connections Funds may not be used to support the Smith faculty member's travel to other locations.

Expenses often occur as modest honoraria for visiting scholars (~\$250), for the visitors' travel, lodging, or meals, or for event publicity or related expenses.

Expenses should be paid out of the academic unit most closely affiliated with the faculty member and then a transfer can be requested to reimburse the department.

To Apply:

The junior faculty member should complete the Connections Fund application form (<https://form.jotform.com/82345430351954>; also linked from the [Provost's Office website](#)), preferably at least one full month prior to the proposed visit.

Contact Josh Parad (jparad@smith.edu) with any questions.

II. FACULTY FELLOWSHIPS FOR RESEARCH

Special endowed faculty fellowships for research are available on a competitive basis to members of the undergraduate tenured and tenure-track faculty and to renewable lecturers and senior lecturers at Smith College:

- A.** American Academy in Rome Fellowships for faculty members in all fields to study in Rome
- B.** Bradley Fellowships for faculty members from the French or German Departments
- C.** Harnish Fellowships and Grants for faculty members in the fine and performing arts
- D.** Mid-Career Fellowships for associate professors 8 or more years in rank in all fields
- E.** Picker Fellowships for junior tenure-track faculty members in all fields

See also **III.B: Dorius/Spofford Fellowships** and **III.C: Fine Fellowships**, which may be used for curricular development *or* to support research within specific disciplines.

In addition, the following is available on a competitive basis to untenured, tenure-track members of the faculty of the School for Social Work only:

F. School for Social Work Pre-Tenure Research Fellowship

The application guidelines for these fellowship programs are set out below, along with any special criteria that may apply. Completed applications are due to the Provost's Office on or before the dates given below.

Awards will be made by the associate provost (Denise McKahn) in consultation with the Committee on Faculty Compensation and Development. All applications should be written in language accessible to faculty colleagues across disciplines.

Tenure-track faculty members who are temporarily ineligible for CFCD allocation funding as part of their appointment agreements retain full eligibility for Fellowships in this section in order to support their pre-tenure scholarly and pedagogical development.

Fellowships applied for in one year are awarded the following year.

A. AMERICAN ACADEMY IN ROME FELLOWSHIPS

The mission of the American Academy in Rome, founded in 1894, is to foster the pursuit of advanced research and independent study in the fine arts and humanities. The Academy supports research and creative work in the following areas, among others: Ancient Studies, Archaeology, Architecture and Design, Art History, Historic Preservation, Italian Studies, Landscape Architecture and Botanic Gardens, Literature, Medieval Studies, Music Composition, Renaissance and Early Modern Studies, and Studio Art. See <http://www.aarome.org/>. As an institutional member of the American Academy in Rome, Smith College is entitled to recommend one Affiliated Fellow annually to a four-week residency at the Academy. Unlike all other outlined endowed fellowship opportunities listed here, a decision to advance a faculty member's application materials is not a guarantee of selection or funding. Smith College administration cannot guarantee the placement of a faculty member in a given academic year.

Purpose: The Affiliated Fellowship allows a Smith faculty member to spend four weeks at the Academy in Rome to pursue research, writing, or creative work with full access to the Academy's resources.

Eligibility: Applicants should hold a tenure-track, tenured, or core appointment at Smith College (any discipline). Preference is given to those who have not previously been an Affiliated Fellow.

Activities Supported: The Fellow will have access to all Academy trips and tours, concerts, conferences, exhibitions, lectures, readings, and symposia, as well as all scholarly resources such as the library, photographic archive, antiquities collection, and archaeology room. Smith College will cover the expenses of the Affiliated Fellow's housing and meal plan at the Academy. A single room is provided; at this time, the Academy cannot accommodate spouses or additional guests. Residencies are scheduled by the Academy and specific housing dates are subject to availability. The Fellow is responsible for airfare and any additional expenses related to the planned scholarly or creative work, but they may draw on allocation funding if desired.

Application Procedure: Submit a 2–3-page proposal outlining the proposed work and discussing the specific benefits to the recipient and the proposed work that would be provided by a residency at the Academy in Rome. Please also include a one-sentence abstract of the proposal for use in correspondence, formal records, etc. Please direct applications to CFCD, c/o Josh Parad, jparad@smith.edu.

For this award cycle, the residency would take place between **September** and **July** of the academic year following the year the application is submitted, pending availability of housing at the Academy; please indicate the preferred month(s) of residence in your application.

Report on Work: Fellowship recipients must submit a brief written report to CFCD (c/o Josh Parad) at the conclusion of the residency on all work undertaken.

Deadline: First Monday of December

B. RUTH BAKER BRADLEY FELLOWSHIPS

Faculty members from the departments of French or German and Italian studies may apply for funds to support research or curriculum development of inquiries relating to French or German studies.

Purpose: To support the scholarly and professional growth of faculty members in French or German studies and support curricular development in those departments.

Eligibility: Applicants should hold a tenure-track, tenured, or core appointment in either the Smith College Department of French Studies or the Department of German Studies. Preference is given to those who have not previously received funding.

Activities Supported: Fellowships may be awarded for curriculum development or research-related expenses including but not limited to travel, student research

assistance, supplies, publication support, etc. Where appropriate, an award may be split among several applicants.

Application Procedure: Submit a 2–3-page proposal and detailed budget, including the following: description of the project and work/research to be undertaken, methodologies to be employed, specific activities to be supported, estimated duration of the project, other resources to be drawn upon, and scholarly and curricular impact. Please also include a one-sentence abstract of the proposal for use in correspondence, formal records, etc. If the proposal involves course development, an endorsement from the department chair should be submitted. Please direct applications to CFCD, c/o Josh Parad, jparad@smith.edu.

Report on Work: Fellowship recipients must submit a brief written report to CFCD (c/o Josh Parad) at the conclusion of the grant on all work undertaken.

Deadline: First Monday of December

C. HARNISH GRANTS AND FELLOWSHIPS

Harnish Fellowships and Grants were established in 1983 through the generosity of Jerene Appleby Harnish '16. Mrs. Harnish was a great friend of the fine and performing arts. It is fitting that she be remembered in a way that will long ensure the critical role of those arts at Smith College.

HARNISH FELLOWSHIPS

Purpose: To support the scholarly and professional growth and development of performing and non-performing faculty members in the fine and performing arts.

Eligibility: Applicants should hold a tenure-track, tenured, or renewable appointment in the fine or performing arts at Smith and should have completed at least one full year at the College before submitting an application. Fine or performing arts extend to areas such as art, art history, architecture, film and media studies, music, dance, theatre, and other related disciplines and methods. Faculty appointed outside these disciplinary areas must provide a clear rationale for the centering of the academic inquiry within the context of advancing scholarship in the fine, performing and non-performing arts. A faculty member will not be permitted to hold a Harnish Fellowship more than twice in any five-year period.

Activities Supported: A wide variety of scholarly activities in the fine and performing arts, including but not limited to expenses related to research (e.g. travel, student assistance, reproduction or license fees, publication support), art exhibitions, film

showings, performances or theatrical productions. All anticipated expenses to be reimbursed must be included in the original proposal.

Harnish Fellowships may be awarded to support collaborative projects.

The Fellowships may be used to support a lighter teaching load for tenure-track faculty in any academic year prior to tenure review to provide release time from the teaching of one course during the academic year of the award where this release is feasible from the standpoint of the Fellow's home unit. The academic unit is guaranteed course replacement if a course release is awarded. Only one such course release may be obtained across all years prior to the year of tenure review. Harnish Fellowships may not be used to reduce a faculty member's teaching load to zero courses in any semester.

Funding for any one Fellowship may not exceed \$10,000 *or* one course release.

Application Procedure: The Harnish Fellowships are awarded on a competitive basis. Submit a full (e.g. 3-5 page) proposal and detailed budget, including the following: description of the project and work/research to be undertaken, methodologies to be employed, specific activities to be supported, estimated duration of the project, other resources to be drawn upon, and scholarly and curricular impact. Please also include a one-sentence abstract of the proposal for use in correspondence, formal records, etc. If a course release is requested, written approval of the chair or Director of the home unit must accompany the application. Please direct applications to CFCD, c/o Josh Parad, jparad@smith.edu.

Duration of Awards: Harnish Fellowships are awarded for periods of up to one year, beginning in the summer following the application deadline and lasting until June of the following year.

Report on Work: All Harnish Fellows must submit a brief written report to CFCD (c/o Josh Parad) at the conclusion of the tenure of the fellowship on all work undertaken as a result of the fellowship.

Deadline: First Monday of December

HARNISH GRANTS

Purpose: To support the purchase of supplies and equipment. Unlike Harnish Fellowships, which are awarded for specific projects, Harnish Grants (of up to \$1,500) are awarded for continuing or general needs, to get a potential project underway, or to complete a project in progress.

Eligibility: Positional eligibility requirements are the same as those described for Harnish Fellowships. Faculty holding Harnish Fellowships are not eligible for support from the Harnish grant program until the expiration of their fellowship. Preference is given to those who have not previously received funding.

Application Procedure: Applicants should submit a detailed budget and a one-page justification for the proposed expenditure to CFCD, c/o Josh Parad, jparad@smith.edu. Please also include a one-sentence abstract of the proposal for use in correspondence, formal records, etc.

Report on Work: Grant recipients must submit a brief written report to CFCD (c/o Josh Parad) at the conclusion of the grant on all work undertaken as a result of the equipment purchase.

Deadline: First Monday in February

D. MID-CAREER FELLOWSHIPS

The Mid-Career Fellowships provide support for associate professors who have done exceptional and meritorious service for their department or the college at the cost of their scholarly productivity.

Purpose: To provide a course release for associate professors who have been in rank for eight or more years due to extraordinary service demands, particularly in the form of chairing departments or programs where senior faculty have not been available to share the service burden and where there has been no course release granted for chairing.

Eligibility: Applicants must be associate professors with tenure at Smith and have been in rank for 8 or more years at the time of application.

Activities Supported: A course release, with replacement, to enable significant progress on a major scholarly work that will support the candidate's promotion dossier. Where possible, the applicant's department will provide or contribute to funding for the Fellowship from endowed or current-use gifts; the Provost's Office will provide funding if the department has no such available financial resources.

Application Procedures: The Mid-Career Fellowships are awarded on a competitive basis, with normally 1 grant per year. Candidates must demonstrate convincingly that they have faced unusually high service expectations that have benefited the college in substantive ways and, furthermore, they must demonstrate that a course release will allow them to make substantive progress on a major scholarly work.

Submit a 2–3-page proposal including the following: details of the service they have performed since tenure, including any compensation received for that service, and a description of how their service to the college demanded time that could not be spent on research; a description of the scholarly project they plan to pursue during the semester of the course release; the anticipated timeframe for submitting their dossier for promotion to full professor; and a statement of support from the chair(s) of their home unit and affiliated unit(s). Please also include a one-sentence abstract of the proposal for use in correspondence, formal records, etc.

Duration: Mid-Career Fellowships are awarded nominally during the academic year, for a single course release to take place in the following academic year and with the release occurring prior to the submission of a promotion dossier.

Report on Work: All Fellowship recipients must submit a brief written report to CFCD (c/o Josh Parad) at the conclusion of the fellowship on all work undertaken as a result of the fellowship, including any completed products, and including an updated timeframe for when they expect to submit their dossier for promotion.

Deadline: First Monday of December

E. JEAN PICKER FELLOWSHIPS

Jean Picker Fellowships were established in 1981 through the generosity of Jean and Harvey Picker. Jean Picker (Jean Sovatkin '42) was a long-time servant of the college as a dedicated and insightful friend and trustee; she gave years of outstanding service to the United Nations and to the cause of world peace. It is fitting that she should be remembered in a way that is of critical importance to the development of the faculty and the curriculum.

Purpose: To support the research and professional development of tenure-track faculty in any field.

Eligibility: Applicants must be untenured, hold a tenure-track appointment at Smith, and have completed at least one full year of employment at the College prior to submitting an application. Faculty may hold Picker Fellowships up to twice, only one of which may be for a course release.

Activities Supported: A broad range of projects and expenditures can be supported. These include but are not limited to research (research assistance, travel, library fees, laboratory supplies, reproduction of materials, etc.), writing, study, the preparation of new courses, artistic projects and productions, and other forms of professional and scholarly development.

The Fellowships may be used to support a lighter teaching load for untenured faculty by providing release time from the teaching of one course during the academic year of the award, where this is feasible from the standpoint of the Fellow's department. The department is guaranteed course replacement if a course release is awarded. Only one such course release will be granted to any particular qualifying faculty member and the course release must be taken in an academic year prior to tenure review. Picker Fellowships may not be used to reduce their teaching load to zero courses in any semester.

Funding for any one Fellowship may not exceed \$10,000 *or* one course release.

Application Procedures: The Picker Fellowships are awarded on a competitive basis. Submit a 2–3-page proposal and detailed budget, including: a description of the project and work/research to be undertaken, methodologies to be employed, specific activities to be supported, estimated duration of the project, other resources to be drawn upon, and scholarly and curricular impact. Please also include a one-sentence abstract of the proposal for use in correspondence, formal records, etc. If a course release is requested, written approval of the department chair must accompany the application. Please direct applications to CFCD, c/o Josh Parad, jparad@smith.edu.

Duration: Picker Fellowships are awarded for periods of up to one year for work that takes place in the fiscal year following the fiscal year in which the application was submitted and reviewed.

Report on Work: All Picker Fellows must submit a brief written report to CFCD (c/o Josh Parad) at the conclusion of the fellowship on all work undertaken during the fellowship.

Deadline: First Monday of December

F. SCHOOL FOR SOCIAL WORK PRE-TENURE RESEARCH FELLOWSHIPS

Purpose: To support the research and professional development of tenure-track, untenured faculty in the School for Social Work.

Eligibility: Applicants must hold a tenure-track appointment in the School for Social Work but be pre-tenure at the time that the fellowship would be held. Faculty may receive a maximum of one Fellowship during the probationary period.

Activities Supported: A broad range of projects and expenditures can be supported. These include but are not limited to research (research assistance, travel, reproduction

of materials, etc.), writing, study, the preparation of new courses, and other forms of professional development.

The Fellowships also may be used to support a lighter teaching load for untenured faculty by providing release time from the teaching of one course or administrative assignments during the academic year of the award where this is feasible from the standpoint of the School. Only one such course release may be obtained during the probationary period of any untenured faculty member. The Fellowships may not be used to extend sabbatical leaves or leaves of absence from the College, or to reduce a faculty member's teaching load below workload policy minimums.

Normally, funding for any one project may not exceed \$10,000 or one course release.

Application Procedures: Fellowships are awarded on a competitive basis. No more than one Fellowship will normally be awarded per year. Submit a project proposal of 3-5 pages describing the purpose of the project, its scholarly significance, the methodologies to be employed, the specific activities for which support is sought, the estimated duration of the project, and the proposed budget. Please also include a one-sentence abstract of the proposal for use in correspondence, formal records, etc. Submit applications to CFCD, c/o Josh Parad, jparad@smith.edu.

Duration: Fellowships are awarded for periods of up to one year, beginning in the summer following the application deadline and lasting until June of the following year.

Report on Work: All Fellows must submit a brief written report to CFCD (c/o Josh Parad) with cc: to the provost and to the dean of the School for Social Work at the conclusion of the fellowship on all work undertaken as a result of the fellowship.

Deadline: First Monday of February

III. FELLOWSHIPS FOR CURRICULAR DEVELOPMENT

Special endowed fellowships for curricular development are available on a limited basis to members of the tenured and tenure-track faculty and faculty in renewable positions at Smith College:

- A.** Conway Fellowships for courses in all disciplines focusing on gender or women's experience
- B.** Dorius/Spofford Fellowships for courses or research related to civil liberties or sexual identity and expression

C. Fine Fellowships for courses or research related to Jewish and/or Holocaust literature or studies

D. Lindenauer Fellowships for curricular initiatives in theoretical and applied ethics, potentially spanning and connecting disciplines.

E. Rappaport Fellowships for interdisciplinary teaching in all fields

See also **II.B: Bradley Fellowships**, which may be used for curricular development or to support research.

The application guidelines for these fellowship programs are set out below, along with any special criteria that may apply. Further information is available from Denise McKahn and Josh Parad.

Tenure-track faculty members who are temporarily ineligible for CFCD allocation funding as part of their appointment agreements retain eligibility for Fellowships in this section in order to support their pre-tenure scholarly and pedagogical development.

Fellowships applied for in one year are awarded for the following year.

A. JILL KER CONWAY FELLOWSHIPS

Faculty members in any discipline may apply for funds to develop new courses that focus on gender or women's experience or to revise existing courses to include a significant component (3–4 weeks) devoted to these issues. Course goals should include exploring the significance of gender as a category of analysis and/or understanding the experience and cultural production of women in a variety of social and historical contexts. The grants are supported by the Jill Ker Conway endowed fund for teaching and research about women's experience.

Purpose: To expand the curricular offerings devoted to gender or women's experience.

Eligibility: Applicants should hold a tenure-track, tenured, or renewable appointment at Smith (any discipline). Preference is given to those who have not previously received funding.

Activities Supported: Summer course development stipends (limited to \$2,000 for a four-credit course); funds to purchase books, videos, films, or other teaching materials not already available in the College libraries, to be added to the regular collections; student research assistance; and/or necessary research travel for the proposed course. Please include the applicable benefits charges in any budget: 25% for faculty stipends,

10% for summer student assistance (0% for term-time student assistance). Total awards may not exceed \$3,500 per proposal.

Application Procedure: Submit a 2–3-page proposal and detailed budget, including the following: description of the project and work/research to be undertaken, details of the proposed course and course outline, whether it will be a permanent or temporary course, anticipated date for CAP review, anticipated semester in which it might first/next be offered, specific ways in which the course will address gender or women's experience, and the curricular impact. Please also include a one-sentence abstract of the proposal for use in correspondence, formal records, etc.

Submit also a statement of support for the proposed work and its curricular impact from the department/program chair. If the applicant is currently serving as chair, an endorsement from a senior member of the department / chair of curriculum committee should be submitted instead. Please indicate if the course may be crosslisted with another department or program, and if so also include a statement of support from the chair of the crosslisting department.

Please direct applications to CFCD, c/o Josh Parad, jparad@smith.edu.

Priority in granting these awards will be given to those who propose courses that will become permanent courses (offered annually or in alternate years) in the department curriculum. Joint proposals by several members of the faculty are welcome.

Report on Work: Fellowship recipients must submit a brief written report to CFCD (c/o Josh Parad) at the conclusion of the grant on all work undertaken.

Deadline: First Monday of February

B. THE DORIUS / SPOFFORD FUND FOR THE STUDY OF CIVIL LIBERTIES AND FREEDOM OF EXPRESSION

This fund honors former Smith faculty members Joel Dorius and Edward Spofford, dedicated teachers whose employment was terminated by the College in 1961, despite the protests of their colleagues at the time. The purpose of the fund is to support lectures, symposia, research, visiting professors, and other programs that examine the core concepts of civil liberties and freedom of expression, as well as the contemporary and historical forces that endanger them.

Proposals addressing the nature and definition of citizenship, the challenge of academic freedom, and the social and cultural issues associated with sexual identity and expression are particularly encouraged.

Purpose: To support engagement with the concepts of civil liberties, freedom of expression, sexual orientation, and their connections.

Eligibility: Applicants should hold a tenure-track, tenured, or renewable appointment at Smith (any discipline). Preference is given to those who have not previously received funding.

Activities Supported: Proposals may include a summer stipend for course development (limited to \$2,000), invitations to distinguished visiting faculty or lecturers, faculty development seminars, pedagogy workshops, symposia, library purchases, or other creative projects related to the general themes described above. When a proposed invitation involves joint or full responsibility for a course and therefore an appointment to the faculty, the committee shall seek the approval of the provost/dean of the faculty. Please include the applicable benefits charges in any budget: 25% for faculty stipends, 10% for summer student assistance (0% for term-time student assistance). Total awards may not exceed \$3,500 per proposal.

Application Procedures: Submit a 2–3-page proposal and detailed budget, including the following: description of the project and work/research to be undertaken, methodologies to be employed, specific activities to be supported, estimated duration of the project, other resources to be drawn upon, scholarly and curricular impact, and proposed outcomes. Please also include a one-sentence abstract of the proposal for use in correspondence, formal records, etc. If the proposal involves course development, an endorsement from the department/program chair should be submitted. Please direct applications to CFCD, c/o Josh Parad, jparad@smith.edu.

Report on Work: Fellowship recipients must submit a brief written report to CFCD (c/o Josh Parad) at the conclusion of the grant on all work undertaken.

Deadline: First Monday of February

C. DR. ELLEN SYDNEY FINE 1961 FELLOWSHIPS FOR JEWISH AND/OR HOLOCAUST LITERATURE OR STUDIES

The Fine Fellowships for Jewish and/or Holocaust Literature or Studies were established in 2020 from an endowment created through the generosity of Dr. Ellen Sydney Fine, Class of 1961.

Purpose: To further Smith students' and faculty members' understanding, appreciation, and interdisciplinary study of Jewish and/or Holocaust literature or studies.

Eligibility: Applicants must hold a full-time faculty appointment and have been appointed for at least one year (any discipline). Preference will be given to those who have not previously received funding.

Activities Supported: Proposals may include a wide range of scholarly, curricular, and programmatic purposes related to Jewish and/or Holocaust literature or studies, including but not limited to: curricular development for new courses or significant revisions to existing courses; programmatic expenses for mounting such courses (e.g. field trips, guest lecturers, course materials); scholarly research (e.g. travel, materials, student assistance); sponsorship of lectures, presentations, symposia, workshops, performances, readings, or other academic or creative gatherings.

Total awards for each proposal will not exceed \$3,500, with no more than \$2,000 allowed for summer course development stipends. Please include the applicable benefits charges in any budget: 25% for faculty stipends, 10% for summer student assistance.

Applications: Submit a 2–3-page proposal and detailed budget, including the following: description of the project and/or work to be undertaken, methodologies to be employed, specific activities to be supported, estimated duration of the project, scholarly and curricular impact, anticipated outcomes, and details of the proposed budget. Please also include a one-sentence abstract of the proposal for use in correspondence, formal records, etc.

If the proposal involves course development, please include whether the course will be crosslisted with other relevant departments, the projected dates the course will be ready for departmental and CAP review, and the semester in which it might first (or next) be offered. Applications must include a statement of departmental support for the proposed course from the chair of Jewish studies and any other relevant discipline (e.g. history or religion). If the applicant is currently serving as chair, submit an endorsement from a senior member of the department / chair of curriculum committee (if applicable) or chair of another related discipline.

Please direct applications to CFCD, c/o Josh Parad, jparad@smith.edu.

Report on Work: Fellowships recipients must submit a brief written report to CFCD (c/o Josh Parad) at the conclusion of the fellowship on all work undertaken.

Deadline: First Monday of February

D. SUSAN BADIAN LINDENAUER '61 FELLOWSHIPS

The Susan Badian Lindenauer '61 Endowed Fund in Support of the Ethics Program at Smith College is an endowed fund created by a generous gift from Susan and Arthur Lindenauer.

Purpose: The fund will be used to encourage curricular initiatives in theoretical and applied ethics, construed as including the topic of social justice. Grants may be used either to develop a new course or to add a significant ethical dimension to an existing course. The terms of the fund also allow for faculty collaborations in developing co-taught courses in ethics, including but not limited to first year seminars.

Eligibility: Applicants should hold a tenure-track, tenured, or renewable appointment at Smith (any discipline). Preference is given to those who have not previously received funding.

Activities Supported: Permissible uses of these awards include support for course development during the summer (e.g. stipend, student research assistance, necessary materials); travel to relevant meetings of learned societies; and bringing visitors to campus as part of the course's effort to deepen students' understanding and appreciation of the relevant ethical issues.

Total awards for each proposal will not exceed \$3,500, with no more than \$2,000 allowed for summer course development stipends. Please include the applicable benefits charges in any budget: 25% for faculty stipends, 10% for summer student assistance.

Applications: Applications should include a description of the project and work to be undertaken, a course outline, a budget, the projected date the course will be ready for departmental and CAP review and the semester in which it might first (or next) be offered, and a statement of the course's specific pedagogical features and goals regarding ethics. Please also include a one-sentence abstract of the proposal for use in correspondence, formal records, etc. Further, the interdisciplinary nature of ethics should be reflected in proposals. Please indicate whether crosslisting the course with the Department of Philosophy has been discussed or will be pursued.

Submit also a statement of support for the proposed work and its curricular impact from the department/program chair of the faculty member's home unit as well as the department of philosophy (if not the same). If the applicant is currently serving as chair, an endorsement from a senior member of the department / chair of curriculum committee (if applicable) should be submitted instead.

Please direct applications to CFCD, c/o Josh Parad, jparad@smith.edu.

Report on Work: Fellowships recipients must submit a brief written report to CFCD (c/o Josh Parad) at the conclusion of the grant on all work undertaken.

Deadline: First Monday of February

E. RAPPAPORT FELLOWSHIPS FOR THE DEVELOPMENT OF INTERDISCIPLINARY CURRICULUM AND COURSES

These fellowships have been endowed through the generosity of the family of Phyllis Rappaport '68.

Purpose: The Rappaport Fellowships are intended to support the development of courses, curricula, and concentrations that are interdisciplinary in nature, without restriction to any particular field. Faculty considering the development of interdisciplinary First-Year Seminars may apply for Rappaport funding.

Eligibility: Applicants should hold a tenure-track, tenured, or renewable appointment at Smith (any discipline), and should have completed at least one full year at the College prior to submitting an application. Preference is given to those who have not previously held a Rappaport Fellowship.

Activities Supported: The Fellowships are intended for the development of interdisciplinary courses. It is expected that the course development will involve new interdisciplinary learning on the faculty member's part.

Faculty may apply for up to \$7,000 of support in the following categories: summer stipends (limited to \$2,000) for work on a new interdisciplinary course, workshop / conference / study expenses to support new learning, travel funds in connection with such a project, student research assistance, or the purchase of materials needed for the new course. Although joint applications are encouraged, the \$7,000 limit applies to the development of any one course. Please include the applicable benefits charges in any budget: 25% for faculty stipends, 10% for summer student assistance (0% for term-time student assistance). Total awards may not exceed \$3,500 per proposal.

Application Procedures: Applicants should submit a proposal of two to three pages – detailing the proposed course, the work to be undertaken, what new interdisciplinary learning will be required of the applicant and how it will be achieved – along with a detailed budget and budget justification. Please also include a one-sentence abstract of the proposal for use in correspondence, formal records, etc. A letter of support from the department/program chair should also be included. If the course is to be crosslisted with a second department, please indicate in the application; an endorsement from the

chair of the second department is also encouraged. Please direct applications to CFCD, c/o Josh Parad, jparad@smith.edu.

Duration: Rappaport Fellowships are awarded for periods of up to one year, beginning in the summer following the application deadline and lasting until June of the following year.

Report on Work: All Rappaport Fellows must submit a brief written report to CFCD (c/o Josh Parad) at the conclusion of the tenure of the fellowship on all work undertaken as a result of the fellowship.

Deadline: First Monday of February

SECTION 2: Other Funding

The Provost's Office encourages faculty to take advantage of other funding opportunities available on campus and provides this list as a courtesy to faculty. Further information on each program is available from the department or individual listed.

V. Funding Offered by the Office of the Provost & Dean of the Faculty

- A.** Chair development workshops
- B.** Departmental research colloquia
- C.** Faculty retirement celebrations
- D.** National Center for Faculty Development & Diversity
- E.** Salary Supplement Program for Fellowships while on LWOP

VI. Other On-Campus Funding

- A.** Botanic Garden Grants for courses in all disciplines utilizing the Botanic Gardens
- B.** CEEDS Grants for courses utilizing CEEDS or similar collaborations
- C.** Committee on Educational Technology (CET) grants
- D.** Jandon Center Grants for Community-Based Learning or Research
- E.** Kahn Institute Grants
- F.** Lecture Committee
- G.** Presidential Award for Mentoring
- H.** Sams Fund for Middle East Studies
- I.** Sherrerd Center Grants for workshops and pedagogy

VI. Sponsored Research: Help in Obtaining Outside Grant Funding

V. OFFICE OF THE PROVOST & DEAN OF FACULTY FUNDING

A. CHAIR DEVELOPMENT WORKSHOPS

The Provost's Office offers funding for current/incoming chairs who take a workshop or attend other learning sessions related specifically to the role of serving as department chair. Such sessions should typically be offered by a scholarly professional organization or in conjunction with an academic conference. Normal conference attendance costs should still be charged to a faculty member's CFCD allocation, but additional costs incurred for the workshop (e.g. additional registration fees or hotel nights) may be funded.

Submit requests in advance to the associate provost with details of the workshop and anticipated budget; if approved, contact Josh Parad (jparad@smith.edu) for reimbursement information.

B. DEPARTMENTAL RESEARCH COLLOQUIA

The Provost's Office has established a program to encourage faculty discussions about research within departments and programs. The fund supports previously approved dinners for participating departmental colleagues following the presentation of a substantial colloquium on research in progress by a faculty member. A "substantial colloquium" would, for example, begin with a 5 p.m. presentation of 30-45 minutes followed by Q&A and dinner at a local restaurant or catered by Dining Services. Active, full-time faculty members of the Smith faculty are encouraged to present their work; all members of the department are encouraged to attend, and up to two Smith faculty members from other departments whose research intersects with the presenter's may be invited.

At most one such dinner per department will be approved each semester. Please send requests in advance to the associate provost and reimbursement requests after the event to Josh Parad (jparad@smith.edu).

C. FACULTY RETIREMENT CELEBRATIONS

The Provost's Office will contribute up to \$1,500 towards the cost of a party or commemorative event for a retiring faculty member. Requests should be sent to Josh Parad (jparad@smith.edu).

D. NATIONAL CENTER FOR FACULTY DEVELOPMENT & DIVERSITY

Smith College has an institutional membership with the National Center for Faculty Development and Diversity (NCFDD). The NCFDD (www.FacultyDiversity.org) provides an external mentoring community designed to help graduate students, post-docs, and faculty members increase research and writing productivity and improve work-life balance. All Smith post-docs and faculty members may create membership sub-accounts to take advantage of much of the NCFDD's programming (e.g. mentor matches, writing challenges, webinars, and core curriculum materials).

In addition, the Provost's Office offers grants for tenure-track faculty who wish to participate in the [Faculty Success Program](#) (FSP), which is offered in the fall, spring, and summer. Previous Smith participants have found it extremely valuable. The Provost's Office will sponsor 2-3 faculty per session, with grants covering the full workshop tuition cost. Contact the associate provost directly (dmckahn@smith.edu) to request sponsorship for an FSP session.

At this time, sponsorship will be awarded on a first come / first served basis, with an emphasis on those who have not yet used the program. Approximate program timelines are as follows:

Fall Session (August-November): priority registration ends late June

Spring Session (January-April): priority registration ends late October

Summer Session (May-August): priority registration ends mid-March

Open registration periods extend beyond the priority deadlines, but we encourage interested faculty to contact the associate provost to apply for funding well ahead of registration periods.

E. SUPPLEMENTAL SALARY FOR FACULTY ON OUTSIDE GRANTS

The provost and dean of the faculty will consider requests for salary supplements for faculty members who have received major competitive grants or fellowships from external agencies during leaves without pay, but where the fellowship/grant does not replace the faculty member's full usual salary. If awarded, supplements may be up to a maximum of \$30,000 for an entire year on leave without pay, or up to \$15,000 for a leave without pay of one semester (but with no award to bring total compensation above the faculty member's usual pay rate for that time period).

Requests should be submitted in writing directly to the provost and dean of the faculty for consideration. Awards are dependent on available funds and the size and nature of the grant or fellowship.

VI. OTHER ON-CAMPUS FUNDING

A. BOTANIC GARDEN CURRICULAR ENHANCEMENT PROGRAM

The intent of the Curricular Enhancement Program is to assist faculty in making meaningful connections between their courses and the many resources of the Botanic Garden. Faculty (and teams of faculty) in any discipline are invited to submit proposals for the development of new courses or the significant modification of existing courses.

The Curricular Enhancement Program provides course development stipends and supplemental course funds for this purpose. Applications are normally accepted in early November and late March each year for courses to run in any of the three semesters following the application. Faculty are invited to meet with Sarah Loomis (sloomis@smith.edu), manager of education, prior to submitting an application, to obtain more information and to discuss preliminary ideas. For details, please see <https://garden.smith.edu/education/educators/smith-faculty>.

B. CEEDS CURRICULAR ENHANCEMENT PROGRAM

The Center for the Environment, Ecological Design and Sustainability (CEEDS) invites proposals from faculty and teams of faculty for modification and enhancement of existing courses or development of new courses that will support our mission and our programmatic outcomes (see <https://www.smith.edu/about-smith/sustainable-smith/ceeds> for more detail and an application).

The intent of this program is to support faculty who wish to develop a new course or modify, revise or enhance an existing course. The program supports activities like new course development, new lectures or discussion topics, design of new assignments and projects, and incorporation of field trips and experiences. CEEDS can provide expertise, infrastructure, supplemental course funds, and summer stipend in support of these efforts. CEEDS can also coordinate access to equipment, instrumentation, and transportation. Supplements course funds can be used for the purchase of books, materials, supplies and field trip expenses.

We are particularly interested in proposals that explore aspects of sustainable communities in policy and practice, support our environmental concentration, that make use of the MacLeish Field Station or connect to the college's current strategic initiatives.

Grant applications are accepted annually in late February. We invite you to contact Joanne Benkley (jbenkley@smith.edu, x3951) to discuss your ideas and questions.

C. COMMITTEE ON EDUCATIONAL TECHNOLOGY GRANTS

The Committee on Educational Technology offers grants for Curricular Initiatives in Educational Technology to support early stage and exploratory uses of technology in learning at Smith. For more information, please visit <https://sophia.smith.edu/cet/grants-overview-and-criteria/>.

D. JANDON CENTER GRANTS FOR COMMUNITY-BASED LEARNING OR RESEARCH

In some academic years, the Jandon Center for Community Engagement offers grants to support Community-Based Learning (CBL) courses and Community-Based Participatory Research (CBPR) projects. For more information about this year's opportunities visit their website or contact the director of the Jandon Center.

E. KAHN INSTITUTE GRANTS

The Kahn Institute's projects are designed to foster communities of scholars in which faculty, students, and invited guest scholars and artists can participate as equals and explore diverse areas of research in a collaborative and interdisciplinary setting. Participants, who are appointed as Fellows for the duration of a project, engage in its research program and also attend its meetings and special events. For more information, please visit <http://www.smith.edu/kahninstitute/>.

F. LECTURE COMMITTEE

The Lecture Committee offers funding for public lectures, seminars, performances, exhibitions, series and special one-time events. Faculty are encouraged to think broadly and creatively about events that both appeal to the Smith community and fall under our

funding mandate. For more information, visit <https://www.smith.edu/about-smith/provost/grants-funding>.

G. PRESIDENTIAL AWARD FOR MENTORING

The Presidential Award for Mentoring is intended to recognize and reward the work of faculty who have engaged in extraordinary outreach activities to underrepresented groups, particularly with respect to exceptional mentoring, advising, and support for students from underrepresented groups.

Colleagues or departments/programs may nominate, or faculty may self-nominate, by [submitting the nomination form](#). Nominations should specify the candidate's mentoring efforts. The provost will consult with the Sherrerd Center for Teaching and Learning to identify appropriate candidates and make recommendations to the president.

Deadline: First Monday of February

H. SAMS FUND (MIDDLE EAST STUDIES)

The Sams Fund is a restricted fund established by Betty Hamady Sams '57 and James F. Sams to support the study of Arab history, culture, politics, religion, and art at Smith College. The intent of the Sams Fund is to foster greater understanding among Americans and people of Arab countries.

Sams Fund awards are offered on a competitive basis by the Program in Middle East Studies. Tenured and tenure-track faculty, lecturers, post-doctoral fellows and currently-enrolled students of Smith College are eligible to apply for support. Eligible activities include the following: scholarship, faculty-student collaborations, curricular development, and co-curricular activities. For more information and application deadlines, visit <https://www.smith.edu/mes/sams-fund.php>.

I. SHERRERD CENTER FOR TEACHING AND LEARNING

Faculty interested in attending a conference focused on teaching and learning are encouraged to apply to the Sherrerd Center for funding. For more information, please contact the faculty director of the Sherrerd Center or visit www.smith.edu/sherrerdcenter/.

VII. GRANTS & SPONSORED PROGRAMS: HELP IN OBTAINING EXTERNAL FUNDING

The Office of [Grants and Sponsored Research](#) at Smith College facilitates the efforts of faculty and staff to develop and achieve their goals in research, instructional, creative, and service activities through successful competition for external funding. We promote research integrity and oversee external funds.

Funding Opportunities and Grant Resources

We offer a range of materials, services and grant resources from foundations, corporations and government agencies to assist faculty in obtaining funding for research projects. The college needs to coordinate its funding efforts for both institutional and individual projects, so we request that faculty inform us about any plans they may have to contact an outside funding agency.

Applying for Grants

[Sponsored Research](#) is defined as all research and programs supported by external funding and received by Smith College on behalf of members of the college community, and for which the college is accountable. This does not include gifts or bequests to the college, student financial aid, or support for student projects unless the college is required to submit an application on a student's behalf and administer the award(s). **All external grant proposals must be reviewed and approved through the Sponsored Research Office prior to submission, allowing for ample lead time to review and revise as needed.**

Grants Administration

[Grants administration](#), an area within the finance office at Smith College, is responsible for the post-award administration, from award to close-out, of all externally sponsored research grants, contracts, and awards. This includes: working with sponsors and principal investigators (PIs) to negotiate contract and award terms, monitoring project budget activity to ensure compliance with college and sponsor policies and guidelines, reviewing and approving sponsored research expenditures, preparing financial reports, and preparing various post-award requests to sponsors (e.g., no-cost extension requests, re-budget requests).

Budget Guidelines for Funding Amounts

Individuals and their departments are responsible for reviewing the Controller's Office policies on Payments, Reimbursements and Eligible Expenses in advance. Here, guidelines

are provided for the preparation of budgets and application materials for the various programs supported by the College.

Meals:

Please keep the \$65/person maximum in mind for prominent events. For all funding requests relating to meals for prominent events funded through opportunities detailed in the Moneybook, the College limit of \$65/person applies. We ask faculty to be more economical in order to preserve funding for their colleagues. Such events include retirement parties, dinners for high profile visiting scholars or dignitaries, conferences, or symposia.

Honoraria:

The standard amounts awarded as honoraria for high profile visiting scholars (non-Smith employees) are:

- Class talk or panel participant - \$150
- Public lecture or otherwise solo performance - \$500.00
Presumes the individual spends time coming to campus from a distance, and at least a few hours preparing for the event. If an applicant believes an honorarium in excess of \$500.00 is justified because of the value added by the lecturer to both students and faculty or the speaker fee necessary given the prominence of the individual, then the applicant must make the case and provide supporting evidence

Funding will not be provided for direct donation to any organization.

Faculty stipends for curricular support:

Faculty stipends for curricular development work that takes place outside of the normal academic calendar (in January, June, July and August) are determined based on the number of course credits. Curricular enhancement grants offered to support faculty course modifications can include a stipend of up to \$2,000 for a 4-credit course. This monetary amount scales linearly (e.g. \$1k for a 2-credit course and \$2k for a 4-credit course). If there is more than one instructor for a single course section, the stipend is normally divided among the instructors.
