

## CULLEN FACULTY DEVELOPMENT GRANT FAQs

**1. If I am proposing multiple related projects, can I group them together as a single proposal?**

*No. You should submit them separately. In the text of your proposal, you can explain how they are related, but the committee will consider each project independently of the others. Be sure to rank your proposals if you are submitting more than one.*

**2. If my project is a multi-year, on-going project, can I still come to Cullen for funding?**

*Yes. You must show the progress you have made, as well as your projected time-line for the project. It is best if your project can be broken into sub-projects, and the results of these can be developed into a presentation or paper (even though the overall goal is to produce a paper or book).*

**3. At my next professional meeting, there is a workshop prior to the start of the conference. Should I go to Cullen for the entire funding of the trip?**

*No. Travel to professional meetings (in the United States) is covered by the Abercrombie Fund for Faculty Travel. You may apply to Cullen for the additional expenses incurred by you for the workshop. For example, there are generally additional registration fees or an additional day of stay. If the workshop is held in the middle of the conference and there is no additional registration fee, then Cullen will not provide any funding for this trip.*

**4. I've been awarded Cullen money in order to present a paper at an international meeting in my discipline. Unfortunately, my abstract was not accepted. Can I still use my Cullen money to attend?**

*No. Cullen awards for international travel to conferences are for special participants only.*

**5. I am planning a summer research project and plan to begin in mid-May. My Cullen Grant for support of this research has been approved. Do I really have to wait until July 1, 2007 in order to be reimbursed for my expenses?**

*Generally, yes. In extraordinary circumstances, you might be able to get paid prior to July 1. To discuss this, contact Jim Hunt.*

**6. Am I obligated to spend my research stipend on miscellaneous research expenses?**

*No. You should budget your expenses in your budget. The stipend is awarded to you, and you may spend it in any way you please. It is important to note this stipends are taxed, but research expenses are not.*

**7. How does the Cullen Committee define a workshop?**

*A workshop is a specialized session for the purpose of upgrading one's skills or the gaining of new skills in a given area.*

**8. What are the most common errors in the submission of a Cullen Proposal?**

*Not ranking a series of multiple proposals; not having complete information on workshops or international travel plans; not providing an explanation for expenses; confusing the Cullen Faculty Development Grants for the Academic Equipment Budget; not understanding what the stipend is for; not thoroughly explaining past outcomes or progress on previously funded Cullen Proposals.*

**9. Is the Checklist provided for my own guidance or do I need to turn that in with my Cullen Proposal?**

*The Checklist should help you in the preparation of your grant. It is also a required portion of your Cullen Faculty Development Proposal and, as such, should be turned in with your proposal. It is also important that you include the other attachments: a current C.V., your Budget (following the required budget format), and the Table outlining your past Cullen awards.*

**10. Who determines whether or not my Cullen Proposal will get funded?**

*The Cullen Faculty Development Committee reviews the proposals and makes the determination of which proposals can be funded. They base this decision on the proposals themselves, as well as on the amount of available funding. You can help in this process by writing a clear, understandable, and coherent proposal. The members of the Cullen Faculty Development Committee come from all of the Divisions and the School of Fine Arts. Therefore, you are not necessarily writing to people in your specific discipline. It is your responsibility to communicate the context and procedure of your work to this set of reviewers.*