

School of Graduate Studies and Research

Policies and Procedures for Requesting New Faculty Start-up Funds

Departments may request *research/creative activities* start-up funds from the Office of the Provost/School of Graduate Studies and Research only by written request to the Associate Provost for Research. Awards will be based on:

- Written, formal requests for research/creative activities start-up funds which accompany the position request submitted to the Provost by the Dean of the college requesting the position. The request for the start-up funds should be copied to the Associate Provost for Research.
- Documentation of the level of support contributed by the hiring department/college in the request.
- The college's history of generation of Indirect Costs to the Institutional (or OBR) Research Incentive Fund and the generally accepted costs of carrying out research in a particular discipline. Currently awards will be distributed on a basis of 80/20 to prospective faculty applicants from CSTEM *vs.* the other colleges. Thus, for every \$10,000 awarded, approximately \$8,000 will be awarded to STEM faculty startups. The amount of funding allocated will be determined annually, based on funds available each year, and annual needs for general University research support programs. Funds will normally be allocated from Ohio Board of Regents Research Incentive Funds received during each Biennium from the state and may be supplemented from other resources if available.
- Documentation of how the research areas of faculty applicants expected to be interviewed for open positions will strengthen the departmental and college research activities. This will necessitate a serious examination of collaborative and interdisciplinary opportunities within the department and an explanation of departmental and college research planning. Such requests will also document how the position will be expected to contribute to the development of both proposals for external sponsored program support where such support is available and how the specific scholarly areas sought will contribute to the future growth and reputation of the departmental research/scholarly/creative activities and regional/national reputation.

Applications submitted to the Associate Provost for Research will be followed by a presentation by the requesting College Dean to the Associate Provost for Research and the Provost. Those requests which are awarded by the Provost will be awarded as OBR Research Incentive Grants to the individual faculty member who is offered and accepts a position at YSU. Once a position is approved for start-up funds, the dean will be authorized to include such funds as part of the recruiting package for the position and the funds will remain until the position is filled or cancelled as a vacancy. On that basis, the research agenda of the faculty applicants will be expected to align with that originally requested.

Requests for Start-up Funds should be no longer than three to five (12 pt font) pages in length for each position. All candidates for positions receiving Start-up Funds Awards **must** be interviewed by the Associate Provost for Research/Dean, School of Graduate Studies and Research during campus interviews, therefore *departments are advised to check availability prior to scheduling any interviews.* Information needed to document proposed research activities and the need to present a professional development/research plan/scholarly/creative activities agenda, as well as the traditional resume, as part of the application materials must be submitted to the Associate Provost prior to campus interviews.

New Faculty Start-up Grant Awards will be managed in the office of the Associate Provost for Research/Dean of Graduate Studies and Research as separate grant accounts. Individuals who receive Start-up Grant Awards will be eligible for supplemental funding through URC Grants during the second year of employment, but will need to have completely utilized their start-up funds prior to use of URC Grant Awards. Start-up Awards will expire automatically after two years and remaining funds will revert to the institutional OBR Research Incentive Reserve.

Evaluation: Success of the New Faculty Start-up Grant Program will take place in the 3rd and 6th years after initiation. The following metrics for success will be examined:

- Peer-reviewed publications (or manuscripts accepted for publication in peer reviewed journals) by the faculty member receiving the award.
- Grant applications submitted and/or funded by external funding agencies.
- Exhibitions/performances or other formally recognized (in the discipline) presentations which could be equated to peer-reviewed publication.
- Patents developed or other forms of intellectual property developed to benefit Youngstown State University.
- Contributions of activities toward tenure for the faculty receiving such awards.

Faculty members receiving Start-up Awards will be asked to document accomplishments relating to the above metrics annually by submitting related materials to the Associate Provost for Research.