

**LENFEST JUNIOR FACULTY DEVELOPMENT GRANTS  
APPLICATION FORM FALL 2019**

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Department: \_\_\_\_\_

Year joined Columbia Faculty: \_\_\_\_\_ Current Rank: \_\_\_\_\_

Department Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Have you previously received a Lenfest Junior Faculty Development Grant?

No ( ) Yes, ( ) in year \_\_\_\_\_

Current Research Area(s):\_

**Title/Description of Proposed Project (20 words max):**

NOTE: This title will be used to describe awarded projects on A&S web page.

**Source(s) of Current Funding for the proposed project**

Do you have any additional sources of funding for this project besides FRAP? Yes ( ) No ( )

If yes, please list all, or attach a list of current and pending support for the project and the dollar amounts:

Is your department able to provide a contribution toward this project? Yes ( ) No ( )

If yes, please state the maximum dollar amount of the departmental contribution: \_\_\_\_\_

Total Research Support Requested from Lenfest Junior Faculty Development Funds: \_\_\_\_\_

Applicant signature/date: \_\_\_\_\_

*I have read this application and as Department Chair affirm my support for this project/use of funds.*

Department Chair signature/date: \_\_\_\_\_

**\*\*Remember to include a current copy of your Curriculum Vitae with the application\*\***

Please return completed application to Jessica Lilien, Director of Decanal Affairs, Arts & Sciences at  
[jl3880@columbia.edu](mailto:jl3880@columbia.edu).

**Deadline for submission is November 18, 2019.**

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### **Brief Description of Project and the Use of Funds (~500 words)**

- Scope, purpose and importance of the proposed project.
- Rationale for how use of funds will help to advance applicant on the route to tenure.
- Context for this project in relationship to past and future planned work, and the importance of this project at this time in the career.
- Proposed work plan. Steps that will be taken to complete project within time frame and budget.
- Explain other funding sources, attempts at securing other funding, and any alternatives if funding is not received.

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### **Proposed Project Budget:**

Types of items to consider for your project budget include: travel, lodging, meals, conference fees, honoraria, supplies, reference material, personnel and equipment. Proposal budget should conform with University travel and business expense policies and procedures (e.g., lodging maximums: \$350/night in U.S., \$450/night International; meal maximums: Breakfast \$25, Lunch \$35, Dinner \$50).

For full policies see <http://www.columbia.edu/cu/administration/policylibrary>

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