Elizabeth Crosby Faculty Grants Program

Elizabeth Crosby Faculty Grants are available to individual faculty members to support a range of activities aimed at improving the environment for career satisfaction and success of a diverse faculty in science and engineering fields. Support may be requested for: programs and projects aimed at improving the career success of diverse faculty, especially for women and other members of under-represented groups, including efforts to support the special child or other dependent care associated with work-related travel, long stays at field sites, long and late hours at labs, or other essential research activities away from home.

NEW THIS YEAR: Crosby funds may be requested to support your participation in workshops focusing on leadership and career development. Please visit http://advance.umich.edu/crosbyleadership.php for a non-exhaustive list of leadership workshops.

Application Guidelines

The following criteria play crucial roles in the award process:
- Quality and significance of the scholarly activity to be supported by award
- Possible impact of the proposed workshops on career development
- Degree to which the project will enhance the environment for career satisfaction and success of a diverse faculty in science and engineering fields

ELIGIBILITY

Applications will be limited to faculty with appointments on the tenure track in science and engineering fields. Faculty on research or clinical tracks may apply if they are working toward a shift onto the tenure-track.

Applications from faculty in their first year are not likely to be supported; a strong case must be made regarding why the request cannot be covered by start-up funds.

REVIEW PROCESS

Reviews will be completed by an interdisciplinary panel of faculty.
APPLICATION PROCESS

1. Complete and submit an on-line application at the following link: https://umich.qualtrics.com/SE/?SID=SV_6M8QXkIPr5cbUvr

The on-line application includes the following:

- Abstract of no more than 100 words describing the needed resources and their relationship to increasing the participation and advancement of a diverse faculty in science and engineering.
- The goals for the project to be supported by the award funds (250–500 words)
- How the award funds will be used to further your goals (250–500 words)
- The roles of any collaborators on the project (no more than 250 words)
- Why/How will Crosby Funds make a difference: why funds from this source, in particular, address this need (no more than 250 words)

2. Send an electronic copy of your budget/budget justification* and an abbreviated CV of no more than 4 pages (for applicant as well as all collaborators on the project) to ADVCrosby@umich.edu. Be sure to include your name in the filename; thus, filenames should be formatted as follows: [last name]-[first name]-Crosby (e.g., LindermanJennifer-Crosby).

*Outline budget expenses for award funds up to $20,000 (few awards will be for this amount), including their justification. Specify contingent budgets (that is, how funding may supplement other resources and/or depend on other funding). Other resources may include CME (if applicable), start-up funding, LSA and Engineering Child Travel Expense Support. Any salary expenses must include appropriate calculation of benefits.

DEADLINE

The on-line application, budget, and CV should be submitted no later than January 23 2017.

**Awards will be announced and funds available no later than February 2017.

Please direct any questions concerning this program to Shawn Beard (ADVCrosby@umich.edu) at 647-3688.

Elizabeth Caroline Crosby

World-renowned neuroanatomist, Elizabeth Caroline Crosby (1888–1983), began her long and distinguished career at the University of Michigan in 1920. Initially working as an anatomy instructor, she rose through the ranks to become the first woman professor of the medical school.

A dedicated researcher and teacher, Dr. Crosby published extensively in comparative anatomy, and received several prestigious awards. She was the first woman to be awarded the Henry Russell Lectureship at the University of Michigan (1946); she earned the Henry Gray Award in Neuroanatomy in 1972, and the National Medal of Science in 1979. After her retirement in 1958, at age sixty-nine, Dr. Crosby served as a clinical consultant at both the University of Michigan and University of Alabama, where one of her former students held a faculty position. She remained active in scientific work until the end of her life in 1983, at the age of ninety-four.
Addendum to the Elizabeth Crosby Faculty Grants Program Guidelines:

Payment of Child Care Expenses and Non-University-affiliated Individual’s Travel

Why pay child care expenses/non-university-affiliated individual’s travel?

Faculty members have regularly incorporated a request for child care/non-university-affiliated individual’s travel into their Crosby proposals.

Why is it difficult to actually pay child care expenses/non-university-affiliated individual’s travel?

The University’s Office of Financial Operations will not allow, from any source, reimbursements to employees for child care expenses/non-university-affiliated individual’s travel or direct payments to child care providers. Because these costs are taxable, funds provided to someone for these purposes need to be provided by a taxable method.

How can we pay child care expenses/non-university-affiliated individual’s travel?

The only method by which we can provide funds for these expenses is to provide this money to the award recipient as additional salary. Because this additional salary is taxable and expenses are incurred by the recipient as well as the paying department, the only way to have the actual amount of funds awarded to the faculty member is to “gross up” the payment. Providing an increased award amount as salary allows the faculty member to net the original award amount and covers incurred taxes, etc.

The Payroll Office provides a process to use when grossing up a payment. First, the original amount (the net amount we want to award the faculty member) should be inputted into the following website: http://www.finance.umich.edu/finops/payroll/calculators/grossup-less-than-halftime. The new salary amount should be increased by the fringe benefit percentage (applied only to the original salary amount) used for the individual faculty member (information about an individual’s fringe benefit percentage can be obtained from the Benefits Office) — this covers expenses incurred by the paying department.

For example, Dr. X should receive $750 for child care/non-university-affiliated individual’s travel and her fringe benefit rate is 28%. The calculation would be:

1) $750 inputted into http://www.finance.umich.edu/finops/payroll/calculators/grossup-less-than-halftime = $1188.59
2) $750 x .28 = $210 (.28 is for illustrative purposes only)
3) $1188.59 + $210 = $1398.59

Additional salary in the amount of $1398.59 should be paid to Dr. X.

How should I go about receiving my child care expenses/non-university-affiliated individual’s travel funds?

As these funds are taxable, there are a few additional pieces of information you should be aware of. First, your reimbursement should be processed as “additional pay” using the normal online process with the UNS earnings code. Your unit will be asked to approve the Personnel Appointment Request (PAR) transaction. Next, P-Cards should not be used for child-care expenses. If a P-Card is used, the child/travel costs should be designated as “personal expense” and will be deducted from the faculty member’s pay via the standard Concur process for personal expenses.