

## 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.

Additionally, Crosby funds may be requested to support **career development and advancement activities**. This may include participation in workshops focusing on leadership and career development.

### APPLICATION GUIDELINES

The following criteria play crucial roles in the award process:

- Quality and significance of the scholarly activity to be supported by award
- Potential impact of the proposed activities 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 explaining why the request cannot be covered by start-up funds.

### DEADLINE

The on-line application, budget, and CV should be submitted no later than **November 25, 2019 at 12:00 PM**.

\*\*Awards will be announced and funds available no later than mid January 2020.

## REVIEW PROCESS

Reviews will be completed by an interdisciplinary panel of faculty.

## APPLICATION PROCESS

### STEP 1

Complete and submit an on-line application at:

[https://umich.qualtrics.com/jfe/form/SV\\_bBJdmFptZYHI9qt](https://umich.qualtrics.com/jfe/form/SV_bBJdmFptZYHI9qt)

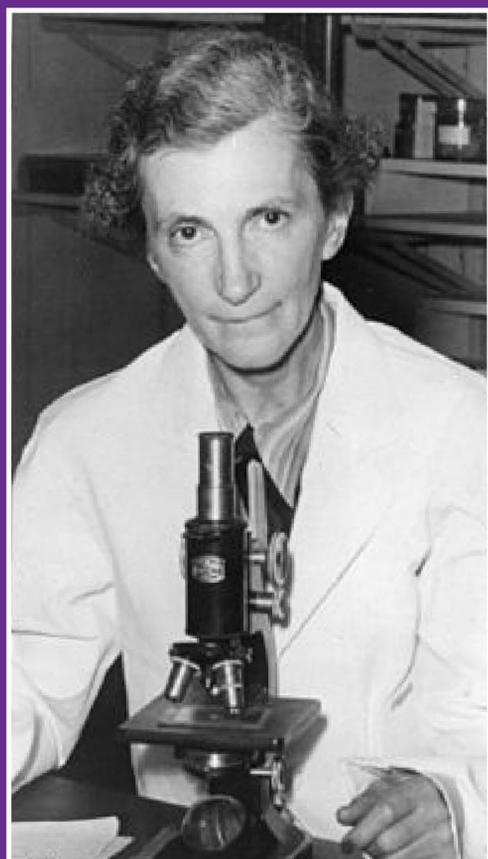
**The on-line application includes the following:**

- 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)

### STEP 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 [ADVGrants@umich.edu](mailto:ADVGrants@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., Linderman-Jennifer-Crosby).

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



### 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 incorporated a request for child care/non-university-affiliated individual's travel into their Crosby proposals.

### **■ Why is it difficult to 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. The University is only allowed to use its tax exempt status when it directly benefits the University as an entity. 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, 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.

The Payroll Office provides a process to use when grossing up a payment. 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 amount provided by the website should then be used in the budget proposal request.

### **■ What fees or taxes are associated with receiving child care and/or non-university-affiliated individual's travel funds?**

The gross up calculator above provides an estimate of tax implications only, and may not account for all other possible fees associated with funds received as salary. Any additional fees and/or taxes incurred are the responsibility of the grant recipient.

**FOR MORE INFORMATION:**

Please contact [ADVGrants@umich.edu](mailto:ADVGrants@umich.edu) or (734) 647-3688