

**UNIVERSITY OF CALIFORNIA, RIVERSIDE**  
**HELLMAN FELLOWSHIP PROGRAM**  
**2017-2018**

**PROGRAM INFORMATION AND DUE DATES**

**PURPOSE OF THE PROGRAM**

The Hellman Fellows Fund has contributed funds to establish the UC Riverside Hellman Fellows Program to provide support and encouragement for the research and creative activities of promising faculty at the Assistant Professor rank who exhibit potential for great distinction in their area of expertise. The purpose of the fellowship is to support research and creative activities that will promote career advancement and enhance the individual's progress toward tenure.

**ELIGIBILITY**

- Full-time Assistant Professors in the colleges of Humanities, Arts and Social Sciences; Natural and Agricultural Sciences; or Engineering are eligible if they have completed at least two but not more than four full years of service by July 1, 2017. In addition, candidates may not be under consideration for tenure at the time the fellowship is awarded and will not be under consideration for tenure while holding a Hellman Fellowship.
- If a full-time Assistant Professor has a partial FTE appointment in the colleges of Humanities, Arts and Social Sciences; Natural and Agricultural Sciences; or Engineering and a partial FTE appointment in a non-qualifying academic unit, he/she can apply using the qualifying college/department.
- If an applicant spent one or more years at another research 1 or research 2 university before coming to UC Riverside, that time may be counted toward the total appointment criteria. That is, the applicant has to have completed at least two full years as an Assistant Professor at a research 1 or research 2 institution by the start of the Fellowship on July 1, 2017.

**SELECTION CRITERIA**

- Preference in awarding Hellman Fellowships will be given to faculty who show great promise in research/creative activities and have outstanding proposals, but who may have only modest means to support their scholarship and have never received other young investigator awards. Many government agencies (i.e., NIH, NSF, etc.) and professional societies give research grants called "Young Investigator Awards," specifically designated for researchers in the early period of their careers. Because these awards provide recognition and funding for researchers at the Assistant Professor level that may duplicate the purpose of the Hellman Fellowship, those applicants who hold such awards will be given lower priority for a Hellman Fellowship.

## FELLOWSHIP INFORMATION

- Fellowship funds may be used for expenses such as laboratory equipment, travel to a professional meeting or a site where data will be collected, and salaries for research assistants, students, or postdoctoral fellows. Funds may not be used for Academic Year salaries or faculty summer salary. A faculty member may request to use the funds to “buy out” their responsibility for teaching up to one course per year.
- The maximum award amount for 2017-2018 is \$30,000. A budget justification for the amount requested is required. The duration of the award is normally one year, but if the awardee does not expend the entire award in the first grant year, he/she may request permission to carry forward any remaining balance to the next academic year. In any event, award recipients are required to spend all funds before their tenure case is put forward for consideration.
- Recipients agree to write a thank you letter to the Hellman Family and attend a luncheon meeting and share their work with the Hellman Family Fund Trustees.
- The application form and additional information can be found at [http://academicpersonnel.ucr.edu/programs\\_and\\_awards/hellman.html](http://academicpersonnel.ucr.edu/programs_and_awards/hellman.html). Submit completed applications electronically to: [apwebmaster@ucr.edu](mailto:apwebmaster@ucr.edu)

## AWARDS WILL BE BASED ON

- Excellence of the proposal
- Funding need
- Candidate’s record of scholarship

## DUE DATES

- The first two due dates included below are a guide for sending applications to your Department Chair and Dean for timely review and attachment of a letter of support and signatures.
- All 2017-2018 completed Hellman Fellowship Applications (that includes the Chair’s letter of support and the Dean’s signature) that are received in APO by the final due date of **Tuesday, May 2, 2017** will be considered on- time and will be reviewed for consideration.
- Please send an email to [apwebmaster@ucr.edu](mailto:apwebmaster@ucr.edu) if you have any questions about the application process or the due dates.

DATE	WHO	ACTION
Wednesday, April 12, 2017	Eligible Applicant	Submits electronic application to Department Chair and Academic Personnel ( <a href="mailto:apwebmaster@ucr.edu">apwebmaster@ucr.edu</a> ) by this date.
Wednesday, April 26, 2017	Department Chair	Reviews application, attaches one page statement of support, signs cover sheet and forwards to Dean’s Office and APO ( <a href="mailto:apwebmaster@ucr.edu">apwebmaster@ucr.edu</a> ) by this date.
<b>Tuesday, May 2, 2017</b>	<b>Dean</b>	<b>Reviews application, attaches signature, and electronically submits to Vice Provost of Academic Personnel via <a href="mailto:apwebmaster@ucr.edu">apwebmaster@ucr.edu</a> by this date.</b>
Thursday, May 4, 2017	VPAP	Refers applications to Hellman Review Panel.
Wednesday, May 31, 2017	VPAP	2017-2018 Hellman Fellows announced.
Saturday, July 1, 2017	Hellman Fellows	Fellowship begins.