

## Humanities Research Fellowship Eligibility and Program Policies

Applications for HRF support always exceed the amount of available support. In this light all potential applicants are asked to be mindful of the following policies.

### Eligibility

*Eligible faculty members:*

- Full Professors
- Assistant Professors
- Associate Professors

While faculty members in any unit on campus may apply, the HRF program is intended to support only those faculty members whose projects are clearly humanistic (including studies in language, both modern and classical; literature; jurisprudence; philosophy; archeology; the history, criticism, and theory of the arts; digital humanities; and those aspects of history, linguistics, and the social sciences which have humanistic content and employ humanistic methods) or in the creative arts (including architects, painters, sculptors, composers, writers, poets, stage designers, performers, and other artists in creative fields).

In order to be considered for an HRF award, applicants must fit the above criteria **and** have accrued sabbatical credits as follows:

Assistant Professors:

- If you are applying for a sabbatical supplement for *one* semester, you will need to have accrued at least five semesters of sabbatical credit (entitling you to one semester of sabbatical leave at 56% of your salary) by the time of the proposed leave.
- If you are applying for a sabbatical supplement for *two* semesters, you will need to have accrued at least eight semesters of sabbatical credit (entitling you to two semesters of sabbatical leave at 44% of your salary) by the time of the proposed leave.

Associate Professors:

- If you are applying for a sabbatical supplement for *one* semester, you will need to have accrued at least six semesters of sabbatical credit (entitling you to one semester of sabbatical leave at 67% of your salary) by the time of the proposed leave.
- If you are applying for a sabbatical supplement for *two* semesters, you will need to have accrued at least ten semesters of sabbatical credit (entitling you to two semesters of sabbatical leave at 56% of your salary) by the time of the proposed leave.

Full Professors:

- If you are applying for a sabbatical supplement for *one* semester, you will need to have accrued at least seven semesters of sabbatical credit (entitling you to one semester of sabbatical leave at 78% of your salary) by the time of the proposed leave.
- If you are applying for a sabbatical supplement for *two* semesters, you will need to have accrued at least eleven semesters of sabbatical credit (entitling you to two semesters of sabbatical leave at 61% of your salary) by the time of the proposed leave.

Applicants bringing a greater number of total sabbatical credits will, in most instances, be prioritized over those with fewer credits.

## Program Policies and Priorities

Applicants must use *all* accrued sabbatical credits in conjunction with the HRF award.

The maximum amount of any HRF award will be \$30,000 for a one-semester award and \$60,000 for a two-semester award (excluding benefits). Additionally, priority will be granted to applicants at a critical stage in their careers and to those for whom an HRF would make a significant difference to the completion or advancement of a major project, which could not be accomplished otherwise.

HRF awards are for salary supplementation only; funding for travel and other research expenses are not available through the HRF program.

Priority will be given to applicants who have not received a grant from the HRF Program within the last five years and to those who are at critical career junctures and where an HRF-funded leave would make a significant difference to the completion of the project.

Since the number of applicants always exceeds the number of awards, applicants are strongly encouraged to apply to external sources; applicants who do not seek external funding will not receive as high a priority for an HRF award. Candidates who have accumulated course relief are asked to explain their plans to use it.

If you receive an HRF award, you must still apply through normal procedures for permission to take sabbatical leave. Sabbatical leave carries with it a requirement that you return to service for an amount of time equal to the time you were on sabbatical. If you do not return to service, you must reimburse the University for your sabbatical salary and benefits *and* for any funding for salary and benefits provided by an HRF award.

HRF awards are intended for use in the year they are awarded and may not be deferred. If you are unable to use your award in the period for which it was awarded, you must return your award. You are encouraged to reapply during the appropriate subsequent application cycle.

Recipients of a Humanities Research Fellowship who learn they will receive salary support from another source must immediately notify the Dean of Arts and Humanities in writing and will be expected to return the HRF award in a corresponding amount. In highly exceptional circumstances, a recipient may be permitted to retain a portion of the HRF award. In no case may total salary compensation from an HRF and another source exceed a faculty member's regular academic year salary.

## Deadlines

The completed application must be submitted by **October 7, 2020**. Late or incomplete applications will not be considered.

The Department Chair (or a designate selected by the Dean when current Chairs have applied) will be provided with the applications from their respective department. The Chair is asked to identify any special circumstances that might be pertinent in the HRF selection process that may not be directly apparent in the application.

The Chair's input for each application must be returned to Andrew Susskind (LSDO@berkeley.edu) no later than **October 16, 2020**.