


MEMORANDUM

TO: Assistant Professor Soojin Kim
Art & Art History Department
Eastern Connecticut State University

FROM: William M. Salka 
Provost and Vice President for Academic Affairs

RE: 2020 – 2021 CSU-AAUP University Research Grant Award

DATE: April 21, 2020

Congratulations! Your 2020 – 2021 CSU-AAUP University Research Grant proposal “Sugar Time” was approved for funding in the amount of \$3,600. Please note that this award is contingent on approval by the Board of Regents in their May 2020 meeting.

Please submit (a) your budget and (b) a completed National Science Research Questionnaire to Ms. Diane Moore, grant accountant. These forms can be located via the following link <https://www.easternct.edu/fiscal-affairs/accounting-grants.html> and sent to her electronically, and they are attached to this email. **These forms must be returned to Ms. Diane Moore no later than April 30, 2020. Stipends will be processed upon submission of a Part Time Faculty Authorization form, which must be received before June 30, 2021.** The form can be located on the Human Resources website.

The Faculty Research Grant Guidelines established June 30, 2021 as the account termination date. Any unspent funding will be returned to the University Research Grants account and will be used to augment future allocations to support faculty research. To close all grant accounts on time, extensions will not be approved. If you vary from your original proposal, you must complete a revised budget form and submit it to **Diane Moore** for approval.

Please note that per Article 9.10 (University Research Grants) of the CSU-AAUP/BOR Collective Bargaining Agreement, “within three (3) months of the termination date of a grant, the principal investigator(s) shall submit to the Committee and the Chief Academic Officer at the appropriate University a report describing the results of the research and shall include a detailed accounting of the funds granted. Any funds unaccounted for shall be returned to the University.” Eastern’s representatives to the Research Grant Committee in 2020– 2021 are Dr. Jeffrey Calissi, Dr. Gregory Kane and Dr. Mizan Khan. Per the contract, a copy of your report should be sent to both the Provost and Ms. Diane Moore by **September 30, 2021**. The Provost will make the reports available to the committee.

Again, congratulations. Please let me know if you have any questions regarding this process.

Thank you.

cc: Ms. Diane Moore, Accountant