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## **Start-up Funding for Newly Appointed Academic Staff**

### **Purpose**

Start-up funds may be provided to allow newly appointed academic staff to develop some research and scholarship activity in the early stages of appointment to the College, and to build linkages that enhance their opportunity for subsequent collaborations and external funding.

### **Eligibility**

All members of academic staff who are newly appointed to the College of Science and Engineering into continuing or convertible positions are eligible to be considered for start-up funds, with the exception of those on convertible positions who are appointed for a term of less than 24 months. Part-time staff will be considered on a case by case basis.

### **Negotiation Process**

A newly appointed academic staff member is expected to negotiate start-up funding within 12 months of taking up her/his appointment.

The staff member should meet with her/his Research Section Head (or Teaching Program Director for teaching specialists) to discuss her/his broad area of research and how it relates to research strengths of the College. A budget and expenditure plan for start-up funds should be developed, and the staff member and Research Section Head should then approach the Dean (Research) or Dean (Education), as appropriate, to negotiate funding.

### **Reporting Requirements**

Staff receiving start-up funds will be required to submit a brief report on progress and outcomes within 12 months of awarding of funds. Detail of any publications, conference papers, grant successes, or collaborative links should be included. Any difficulties encountered should be highlighted and discussed.

Any funds remaining at the end of the calendar year following the 12-month award period will be taken back by the College.