

UNIVERSITY OF NORTH TEXAS
Creative and Research Enhancement Activity Time for Engagement (CREATE)
Application

Program Overview:

The purpose of the Creative and Research Enhancement Activity Time for Engagement Program (CREATE) is to facilitate the development of new networks and collaborators for new assistant professors and enhance their scholarly productivity. Upon successful completion of the midterm review new faculty will be eligible to apply for a \$4,000 award to be used during the fourth or fifth year of the faculty member's appointment. In most cases, this award should be used for travel and other related expenses for scholarly or creative activity with a new collaborator at an institution (e.g., academic institution, laboratory, industry facility related to one's field of inquiry, etc.) outside the DFW area. Faculty members will typically spend at least 4 weeks with a new collaborator at the new collaborator's institution; the hosting institution should not be the faculty member's doctoral-granting institution. The CREATE awards are intended to foster a broadening of scholars' horizons. **CREATE** awards are not provided for teaching or service activities.

Should the host institution be among the top 20 institutions in the faculty member's field, an additional \$1,000 of support will be provided. Documentation that demonstrates this elevated institutional status will be required.

Faculty members who participate in the **CREATE** program will be required to submit a brief report on their activities within a month of returning. A second report that presents evidence of scholarship resulting from the award must be submitted within 12 months of returning. Such evidence may include but is not limited to books, performances, journal articles, and proposals.

Eligibility Requirements:

- Assistant professors (hired after August 2015) who have successfully completed the midterm review.
- Full participation in the mentoring programs of the Office for Faculty Success is expected.
- This application should be submitted at least two months prior to the proposed activity.

Application Process:

Please complete the CREATE Program Application Form, along with the following:

- A current CV
- Letter of commitment from the collaborator(s) at the host institution, if applicable
- Recent CV(s) of new collaborator(s), if applicable
- Documentation showing proposed host institution is among the top 20 institutions in field of study (if you are seeking the additional \$1,000 funding)

**Creative and Research Enhancement Activity Time for Engagement (CREATE)
Program Application Form**

Applicant Information

Name: _____

Department: _____

Hire Date: _____

Institution Granting Terminal Degree: _____

Host Information

Name of Host Institution: _____

Name(s) of New Collaborators at Host Institution _____

Is the host institution among the top 20 institutions in your field? YES NO

(If yes, please attach documentation of this ranking)

Proposed Dates of **CREATE** Period: _____

Narrative

Write an overview that briefly describes what you propose to do during the **CREATE** period. Include the primary activity proposed for the **CREATE** period, how the activity will enhance your academic career, how it will broaden your academic horizons, and the intended outcome of the leave activity. Where applicable, please also address how you identified the new collaborator or collaborators at the host institution, and what resources that institution will provide (e.g., office space, computer facilities, laboratories, etc.). It is essential that this narrative be written so that it can be understood by a professional outside your field. (250 words or less)

I understand that I am expected to complete two reports regarding my **CREATE** experience – an initial report due within 4 weeks of my return, and a final report due within a year of my return - and to submit these to the Office for Faculty Success. I understand that a principal purpose of the **CREATE** program is to help faculty members establish new collaborative career networks, and that my reports will highlight these collaborations. I also understand that failure to submit these reports in a timely fashion will render me ineligible for future funding.

(Faculty Member's Signature)

(Date)

(Chair's Signature)

(Date)

(Dean's signature)

(Date)

(Executive Dean's Signature)

(Date)

Submit signed form to the Office for Faculty Success, Hurley Administration Building Suite 316F or faculty.success@unt.edu at least two months prior to proposed activity.