COLA Research Funds

Faculty Funding

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Research Intensive Awards

Overview: The College’s [Research Intensive Award](ria) relieves faculty members of teaching their required organized classes for one long semester to devote their attention to a research project.

Implementation: This revised policy goes into effect September 1, 2022 and will supersede previous College Research Fellowships policies.

Eligibility:

- COLA tenured and tenure-track faculty are eligible to receive an RIA.
- RIAs are pre-awarded and provided to faculty as part of hiring contracts, retention offers, post-administrative service, or other commitments.

Regulations/ Guidelines:

- Faculty should consult with their Department Chair to confirm their intent to take their RIA, identify they preferred semester, and discuss research plans.
- Faculty must formally apply for the RIA to confirm the semester they intend to use the award. Applications are submitted in the year prior to the intended RIA semester. Late applications may not be considered.

Applications: Applications can be submitted October 3 - October 31 via Qualtrics.

Contact: Please contact cola_hr@austin.utexas.edu with any questions.

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COLA Co-Sponsored External Fellowships

Overview: Faculty who are awarded prestigious external fellowships may apply for supplemental funding from the College of Liberal Arts to support their fellowship award via COLA Co-Sponsored External Fellowships (formerly Supplemental College Research Fellowships/SCRFs). Co-Sponsored External Fellowships (CSEFs) are limited to a maximum of 50% of a faculty member’s salary for the award period, regardless of the amount of salary that the external funding covers. The length of the external fellowship may vary to accommodate the requirements of the granting agency.

Implementation: This revised policy will go into effect September 1, 2022 and supersedes previous Supplemental College Research Fellowships policies.

Eligibility:

- Faculty are eligible to apply for CSEF funding if the external fellowship pays at least 50% of their salary for the period of the award, based on their academic rate at the time of application. The cost of fringe is exempted from calculating the 50% salary requirement.
- Faculty are eligible to apply for CSEF funding support every four years. Aligning with eligibility guidelines for the University’s Faculty Development Leave (FDL) program, faculty must have served as full-time faculty members of UT Austin for at least four academic years since any previous CSEF award or any previous FDL award.

Regulations/Guidelines:

- Prior to applying for external fellowships, faculty should consult with their Department Chair to discuss fellowship and research plans.
- Faculty must notify their department and the COLA Research Support Office upon submitting external fellowship applications, including the terms of acceptance and associated deadlines, even if the granting agency does not require the application and/or the grant/fellowship to route through the University. If faculty do not notify their department, they will be ineligible to apply for CSEF funding, even if the external fellowship is paid directly to the faculty member.
- Faculty apply for CSEF funding as soon as they receive confirmation of the outside award. The application must include the award confirmation letter. Late applications may not be considered.
• Faculty who accept CSEF funding must comply with the “return rule” policy. Recipients are expected to return to normal University duties for at least one academic year (two long semesters) following their fellowship semester. A recipient who leaves the University without returning for the required timeframe is obligated to reimburse UT for the cost of the CSEF award. Faculty currently on a CSEF leave should not apply for new external fellowships that result in another leave during the return period.

Exemptions from the 50% Salary Requirement: Faculty may request exemptions from the 50% salary requirement (i.e., apply for CSEF funding even if the external fellowship does not cover 50% of salary for the award period). The following fellowship programs are typically considered exempt from the 50% requirement, conditional on funding and COLA’s FDL compliance. Faculty must still formally apply for CSEF funding.

• American Academy in Rome
• American Association of University Women
• American Council of Learned Societies
• Ford Foundation Fellowships
• Fulbright Scholars Program
• Guggenheim Fellowships
• Institute for Research in the Humanities
• National Endowment for the Arts
• National Endowment for the Humanities
• National Humanities Center
• Network of European Institutes of Advanced Study

*Please note: In addition to this policy, if the CSEF award funds 50% or more of the faculty member's salary across an academic year, the award may also be considered a Faculty Development Leave (FDL). In such cases, eligibility and processes must follow FDL guidelines.

Contact: Please contact cola_hr@austin.utexas.edu with any questions.

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Faculty Development Leave (FDL)

Overview: As defined in the Texas Education Code, an FDL is a leave of absence for a faculty member to dedicate time and effort “for study, research, writing, field observations, or other suitable purpose.” All FDLs must follow Texas Education Code and the following UT Austin FDL requirements:

1. To be eligible for any kind of FDL, the faculty member must have served as a full-time faculty member of UT Austin for at least two consecutive full academic years at some point before the start of the FDL.
2. Not more than 6% of each CSU’s faculty can have an FDL each academic year (based on the previous academic year’s headcount of tenured /tenure-track faculty).
3. Applications for any kind of FDL must be reviewed by a committee that includes elected faculty
   a. Return to work at UT Austin for the fall and spring terms following conclusion of the FDL, or
   b. Repay UT Austin for all the costs of the FDL (the total compensation including fringe benefits).

When an external grant, fellowship, residency, contract, or other external opportunity buys out a faculty member’s teaching or service, or when there is a faculty professional leave without pay, the dean will decide on a case-by-case basis as to whether this qualifies as an FDL based on the specifics of the individual’s circumstances in relation to the Texas Education Code. If it is determined that the circumstances fit the definition of an FDL, the faculty member will be invited to apply for a COLA-FDL using an ad hoc process that includes review by the elected committee and process described below.

*Note that FDLs are distinct from course releases that result in 0-teaching loads. FDLs release faculty from normal University obligations so they can focus solely on research. Course releases that result in 0-loads are for teaching release only; faculty are expected to fulfill other University obligations and duties.

FDL COMMITTEE CHARGE: The College of Liberal Arts Faculty Leaves and Awards Committee will review FDL research leave requests and other faculty research award competitions for College of Liberal Arts faculty. The full committee or a sub-set of the committee will be tasked with reviewing the following programs:

• UT-FDLs
• COLA-FDLs
• External Fellowship-FDLs
• Littlefield and Ransom Faculty Fellows
• Editorial Graduate Research Assistantships Awards
• Subvention Grants
• Other University-level or College-level awards as needed

FDL COMMITTEE ELECTION

Committee Membership

• The College of Liberal Arts Faculty Leaves and Awards Committee will be comprised of six elected faculty members and three appointed faculty members plus ex officio members, the Associate Dean for Academic Affairs and the Director of Diversity, Equity and Inclusion.
• To ensure appropriate representation, each of the nine faculty representatives must hold appointments in different departments.
• Elected and appointed faculty will serve two-year terms, serving no more than two consecutive terms.
• Criteria for nominee eligibility:
  - Tenured faculty members who hold primary or joint appointments in the College of Liberal Arts
  - Nominees cannot intend to apply for an FDL while serving on the committee
Nomination and Election Process

- A call for nominations will go to Department Chairs in August. Chairs may submit up to one nominee each, based on eligibility criteria above.
- Each candidate will be entered into a college-wide election. Open elections will occur in late August-early September.
- Anonymous voting will be conducted via Qualtrics survey under the following conditions:
  - All College of Liberal Arts tenured and tenure-track faculty are eligible to vote.
  - Faculty may vote only once.
  - Faculty may vote for up to three candidates.
- The six top-ranked candidates will be invited to serve on the committee. The Dean’s Office will appoint three more faculty to serve, selected from remaining nominees or other eligible faculty. Dean’s Office appointments will balance committee representation based on discipline and department size.

FDL COMMITTEE REVIEW PROCESS

- The UT-FDL application period occurs annually in Sept-Oct based on Provost’s Office deadlines.
- The College of Liberal Arts Dean’s Office will review all applications for eligibility and remove ineligible applicants. The offices of Academic Affairs and Human Resources will be responsible for communication, verifying eligibility and tracking.
- Department chairs will rank applicants from their departments and submit a brief narrative statement that includes the acceptable number of faculty leaves that will allow the department to meet instructional needs, as well as other relevant information on strategic and/or research priorities that informed ranking decisions.
- The College’s Faculty Leaves and Awards Committee will review UT-FDL applications, along with the chair rankings and narrative statements, in Oct-Nov based on Provost’s Office deadlines.
- The committee’s review and recommendation should reflect the professional, evidence-based judgment of each member involved and must not be positively or negatively influenced by a candidate’s race, color, religion, national origin, sex (including pregnancy), age, disability, citizenship, veteran status, sexual orientation, gender identity, or gender expression.
- When evaluating applications, committee members should consider UT-FDL core eligibility criteria, the quality of the leave proposal, and recent course release and/or other leaves.

UT-FDL CRITERIA AND APPLICATION MATERIALS

UT-FDL Core Eligibility Criteria

- Core timing (6 full academic years including two consecutive full-time years at UT Austin),
- Title series/ranks (applicants must be already tenured when applying),
- Demonstrated excellence in history of and trajectory in research, scholarship, and creative endeavors, and that
- Recipients must have met or exceeded expectations in at least three of the most recent academic years preceding the application for the FDL.

UT-FDL Application Materials

- Short CV (limit: four pages)
- FDL Proposal that includes:
  - Abstract (limit: 100 words) that briefly summarizes the purpose of the proposed FDL. The Abstract should not use unnecessary acronyms and should include the following information:
    - The location where the faculty member will engage in the FDL activities.
    - Research, scholarship, and creative endeavors that will occur during the FDL.
    - Benefits and anticipated impact of the FDL on the
    - Faculty member’s professional development with regard to their research/scholarly/ creative endeavors, and on the
    - Faculty member’s department, college/school and the university.
  - Leave Proposal (limit: 2,000 words) that describes and justifies the proposed research, scholarship and creative endeavors and the need for the FDL, the location where the faculty will do the work during the FDL, which type of FDL is requested (full-time for one long semester or half-time in each of two long semesters), details about the planned leave activities and how the leave activities will contribute to the further development of the candidate’s research/scholarship/ creative endeavors.
  - Bibliography (optional; limit: two pages)
  - Letter of invitation required only if the FDL is to be hosted elsewhere (e.g., national lab, another institution of higher education, etc.).

Contact: Please contact Hannah McKenna at hannahmckenna@austin.utexas.edu with any questions.

Faculty Development Award

Overview: The Faculty Development Award (FDA) is intended to recognize excellence in professional track faculty and to provide resources to support professional development of mid-career and senior professional track faculty.
Allowable Expenses: The FDA offers each recipient up to $10,000 to support faculty development activities. Approved activities and expenditures include:

- Summer salary for the faculty awardee as long as:
  - The percent effort of the faculty member for the summer of the FDA cannot exceed a total of 100% across the three summer months (*please be advised that holding concurrent assignments, such as summer teaching assignments, may impact the award amount; the combined assignments cannot exceed a total of 100% across the three summer months)
  - Salary is used to support faculty development-related activities during the summer of the award
- Conference participation or other professional development activities
- Course development activities
- Research activities

Award Timing:

- FDA funds are distributed to awardees during the summer term of the same academic year as the application period (e.g., if applying in Fall 2022, FDA funds are awarded for Summer 2023).
- Funds must be expended within one year of the award start date.

FDA REVIEW COMMITTEE

Committee Membership:

- The College of Liberal Arts Professional Faculty Advisory Committee (PFAC) will review the Faculty Development Award applications and make recommendations to the Dean.
- PFAC is an ongoing committee that advises the College and makes recommendations connected to policies and support for professional/non-tenure track faculty.
- PFAC is comprised of 9 professional track (any rank) and 3 tenured faculty. Members serve three-year terms with one-third of the members rotating off each year. PFAC members are appointed by the Dean. Ex officio members include the Associate Dean for Academic Affairs, the Associate Director of COLA HR, the Assistant Director for Course Management, and the Academic and Faculty Affairs Coordinator.
- PFAC members are ineligible to apply for FDAs while serving on the review committee.

Review Process:

- The FDA application period occurs annually in Sept-Oct based on Provost’s Office deadlines.
- The Dean’s Office will review all applications for eligibility and remove ineligible applicants. The offices of Academic Affairs and Human Resources will be responsible for communication, verifying eligibility and tracking.
- PFAC will review FDA applications in Oct-Nov based on Provost’s Office deadlines.
- The committee’s review and recommendation should reflect the professional, evidence-based judgment of each member involved and must not be positively or negatively influenced by a candidate’s race, color, religion, national origin, sex (including pregnancy), age, disability, citizenship, veteran status, sexual orientation, gender identity, or gender expression.
- When evaluating applications, committee members should consider FDA core eligibility criteria, the quality of the proposal, and benefits to the faculty member’s professional development as well as benefits to the department, college, and/or university.

FDA CRITERIA AND APPLICATION MATERIALS

FDA Core Eligibility Criteria:

- Applicants must hold the rank of associate professor of instruction or professor of instruction or equivalent when applying. Eligible professional track title series include instruction, practice, lecturer, clinical, and research series. Instructional titles will be prioritized.
- Applicants must have been employed as a benefits-eligible professional track faculty member at UT Austin in at least one of the fall and spring terms during at least six different academic years before the first FDA and in between FDAs.
- Applicants must have been employed as a benefits-eligible professional track faculty member at UT Austin in at least one of the fall and spring terms during each of two consecutive academic years immediately preceding the start of the summer of the FDA.
- Applicants must have met or exceeded expectations in their annual reviews during at least three of the most recent academic years in benefits-eligible positions at UT Austin preceding the application for the FDA.

FDA Application Materials:

- Short CV (limit: four pages)
- FDA Proposal that includes:
  - Abstract (limit: 100 words) that briefly summarizes the purpose of the proposed FDA. The Abstract should not use unnecessary acronyms and should include the following information:
    - The faculty development activities to be supported by the FDA
    - Benefits and anticipated impact of the FDA on the:
      - Faculty member’s professional development, and on the
      - Faculty member’s department, college, and/or the university.
    - Faculty Development Proposal (limit: 2,000 words) that describes and justifies the proposed FDA and associated activities, the location where the faculty will do the work during the FDA, details about how the FDA activities will contribute to the candidate’s professional development and impact on the faculty member’s program, department, and UT Austin.
    - Itemized Budget that must include allowable items and costs with a total that sums to not more than $10,000. For summer salary, the rate and duration should be specified.
    - Bibliography (optional; limit: two pages)
Littlefield and Ransom Faculty Fellows

Through the generosity of donors to the College of Liberal Arts, the Littlefield Faculty Fellows and Ransom Faculty Fellows programs support outstanding scholarship in COLA, recognizing the many ways such work can have an impact on our students and the broader world. These programs provide support for faculty research and related teaching and public engagement across the college.

Award Cycle: These programs are biennial competitions, to be held in odd-numbered years. The call for applications will occur in the fall semester of each odd-numbered year (fall 2023 being the next one) with a due date to be determined and announced in the call. If funding allows, there may be opportunities to hold the competition in an even-numbered year, and, if so, that would be announced in the fall of that year.

Eligibility: All tenured and tenure-track faculty in COLA are eligible to apply.

- **Littlefield Faculty Fellows:** Research or scholarship in the areas of economics, government, history, international relations, and global studies, as required by Littlefield gift agreement.
- **Ransom Faculty Fellows:** Research or scholarship in all areas not covered above.
- Applicants need not specify which fellowship (Ransom or Littlefield) they are targeting.
- Awards will not typically be allocated to faculty holding research account balances in excess of $50,000, unless a clear plan for spending those resources exists.
- A faculty member can submit only one proposal per year/funding cycle, including collaborative proposals on which they are collaborators.

Emphasis on Engagement: The program is intended to support a wide variety of scholarship in the college and to encourage faculty to use that scholarship as the basis for engagements with students or the public, either during the research process or when the work is completed.

Student engagement may take many forms, including but not limited to:

- Developing and offering a class focused on the completed scholarship
- Involving multiple students in the research process, or extensions of the research in a class or internship arrangement
- Redesigning and offering a transformed class that incorporates the new scholarship
- Hosting student discussions/forums built around the scholarship

Public engagement could include, along with many other possible formats:

- A public lecture series related to the scholarship
- Production of videos or podcasts with specific plans for a target audience
- Forums to discuss scholarship or its implications with relevant community members or groups

Award types:

- **Seed grants:** Support for a new scholarly project with promise and plans for future external funding; applications must include specific plans and a timeline for substantial external funding applications within the next 18 months; funding period 1 year.
- **Project completion grants:** Support for projects that can be completed by the end of the funding period; funding period of 1-2 years.
- **Team or Collaborative Research:** Support for projects that involve faculty in two or more departments (within COLA or across CSUs); funding period of 1-2 years.

Allowed Funding Requests:

- Projects should request a maximum of $20,000 per year in funding, except for GRA positions.
- GRA positions to support research may be requested and are budgeted at a rate of $19,000 per year, plus tuition and fringe. If requested, only minimal additional funding requests beyond the GRA will be considered in that funding year.
- Teaching release awards of up to two courses, spread across two or more semesters, may be requested for faculty normally on 2-2 teaching loads. In this case, funding in the amount of $9,000 per course will be provided to the department for replacement instructors; course releases under this program are available only to faculty with a four course per year teaching load. The $9,000 support per course will count toward the $20,000 award maximum.
- Faculty summer salary will not be funded under this program.
- For all award types, applicants may request up to an additional $1,000 to support student or public engagement plans, beyond the direct research support or teaching release funding.

**Application Deadline (Fall semester, date TBA):** Applications should be submitted to the department chair (or their delegate); Department chairs will forward submissions to the Dean's office submission portal with a ranking of the departmental submissions, based on the award criteria described below. Funding can begin as early as January.

Applications should be in the form of a single document with the following sections, clearly labeled and adhering to the word count limits noted for each section.

- **PART I.** Describe the research project or scholarship. What is the fundamental question you will answer, and what is its importance to your field or discipline? What is the expected product (articles, book, or other), including aspirational goals for placement (specific publishers or journals)? How will requested funding directly facilitate progress on the project? (1500 words max)
- **PART II.** Describe your plans to bring the research process or resulting scholarship to students or to the public beyond academia. (250 words max)
PART III. Seed grants only. Describe your plans for seeking external funding, including potential funders, submission timing and the amount to be requested from external sources. (200 words max)

PART IV. Brief budget justification. Describe how any funding requested will be used and how it will support the research. For teaching release grants describe plans (after consultation with your chair) for timing of course releases. (150 words max) Include a spreadsheet listing all requested funding and the total amount requested.

Part V. CVs. Include CVs for all faculty participants.

Proposals will be reviewed by a committee of COLA faculty and Associate Deans who will make recommendations to the Dean. Award decisions will be based on the quality, creativity, and impact of the scholarship, including a clear and convincing statement of the importance of the project to the broader field (60%); evidence or arguments that the funding or course releases will significantly advance the scholarship, increase chances of grant success for the seed grant awards, or facilitate interdisciplinary collaboration for collaborative awards (30%); and the quality of plans for public or student engagement (10%)

Reporting requirements: Fellows will be required to provide brief reports on the project progress and expenditures at the end of each semester.

For questions, please contact Kaley Aguero at KALEY.AGUERO@austin.utexas.edu.

OVPR/COLA Partnership to Support Scholarship in the Humanities and Social Sciences

Purpose
The Office of the Vice President for Research (OVPR) and the College of Liberal Arts (COLA) have partnered to create two funding sources to support COLA faculty members engaged in scholarship in the broad areas of the humanities and social sciences, respectively. The OVPR and COLA will jointly fund the Humanities Fund and Social Sciences Fund, with each at $50,000 per year, to support applications from COLA faculty over the course of the academic year. These sources are intended to help faculty cover lower-level expenses that arise over the course of a project (e.g., licensing fees, archive and field travel, equipment), not the larger-scale expenses addressed through COLA’s new Littlefield and Ransom Faculty Fellowships or the various programs offered by the OVPR. As such, they should not serve as the sole or primary funder for a project, cannot substitute for other sources of internal funding, and are best employed in conjunction with external funding.

Awards
- Requests for funding are limited to a maximum of $3,000 in any given year.
- Applications will be accepted—and funding decisions made—on a rolling basis.
- Information on ineligible expenses is listed below.
- Although not required, the following considerations may be used to prioritize applications:
  - Use of the award to supplement past or current external funding or as a foundation for future proposals for external funding
  - Collaborative and especially interdisciplinary projects
  - Projects involving graduate or undergraduate students in the scholarship

Eligibility
All tenure-track and professional-track faculty with Principal Investigator status and with primary appointments in COLA are eligible to apply, with the following conditions:

- Receipt of funding is limited to once per academic year and no more than three times in any five-year period.
- After receipt, recipients are not eligible to re-apply for future funding for the same project.
- Faculty with endowed chairs or professorships or who have other discretionary research funds (e.g., startup funds granted by COLA) are not eligible to apply.
- Faculty cannot apply for expenses on projects that have received funding from other internal funding initiatives from COLA (e.g., the Littlefield and Ransom Fellowships, Humanities Research Awards, Subvention Grants) or OVPR (e.g., Research and Creative Grants, Special Research Grants, Subvention Grants).

Application process:
At this link, eligible faculty can submit their applications via Microsoft Forms (Applicant will be prompted to log onto UT Microsoft Outlook with their UT email to access the application form.)

The application requires:

- Project title
- Project abstract (250 words or less)
- Description of the need for funding
- Proposed project start and end dates
- Total requested amount and itemized budget details (Note: Any changes to the approved budget will require the Research Dean’s approval.)
- Other external funding received, pending, and future requests
- Signature of applicant that the application is not recycled and will not be recycled from other internal initiatives that were not funded.

Other Considerations
- Funds most commonly will be distributed as a reimbursement by the faculty member’s departmental staff.
- Awardees will be responsible for documenting to COLA the distribution of the funds and reporting on promised outcomes by the end of the project period.
- Receipt of funding comes with the agreement that OVPR and COLA may feature awardee’s projects on their websites and/or in communications about institutional investments in humanities and social science scholarship.
- Awardees may be asked to review future applications to the program.
Ineligible Expenses

- Researcher’s salary or fringe benefits
- Any costs related to dissemination of the completed research
- General-purpose computer equipment or software (e.g., laptops, Microsoft Word, etc.)
- Travel or registration costs for professional conferences, meetings, or symposia
- Professional membership fees
- Entertainment expenses
- Office supplies unless specifically required for the proposed project

Contact: Please direct questions about this program to the COLA Research Support Office at laresearch@austin.utexas.edu.

College Subvention Grants

The College of Liberal Arts has limited funds for one-time grants that provide subventions for College faculty who are unable to obtain funding from the University Subvention Grant Program or other sources. Note that priority will be given to tenure-track faculty.

Publications can be in any language and any discipline within the College of Liberal Arts. Funds are paid directly to the publisher; authors may not be reimbursed from the account. If awarded, the author and publisher must agree to acknowledge the College of Liberal Arts at The University of Texas at Austin for the subvention grant, preferably in the front section of the book.

For more information, please download the COLA Subvention Grant Guidelines and COLA Subvention Grant Application.

Contact: For questions, contact Liberal Arts Research Support Office at laresearch@austin.utexas.edu.

COLA Graduate Student External Award Supplement Fund

Purpose

The College of Liberal Arts (COLA) is creating a fund to support COLA graduate students who obtain large (usually $15,000 or more), competitive, prestigious external fellowships to support their degree work and dissertations in the broad areas of the humanities and social sciences. This fund is specifically intended to defray health insurance and tuition costs for graduate students when their external fellowships do not cover these costs. It cannot substitute for other sources of internal funding, including the Dean’s Prestigious Fellowship Supplement offered by the Graduate School. As such, graduate advisers and graduate coordinators should first seek the Dean’s Prestigious Fellowship Supplement, which awards students up to $1,000 and entitles them to in-state tuition. In cases where the student wishes to enroll in only 3 semester credit hours and full-time enrollment is not required by the funder, this expectation may be waived. The goal is to support COLA graduate student fellowship-seeking and research activity and to enable timely degree completion.

Awards and Eligibility

1. COLA will fund the Graduate Student External Award Supplement Fund at $50,000 per year, to support applications from COLA graduate students over the course of the academic year.

2. Only one request for supplemental funding (not to exceed amount of health insurance and/or tuition) per student is allowed in any given year, and only two requests are allowed over any three-year period.

3. All COLA graduate students are eligible to apply, with the following conditions:
   - Funds are meant to cover the cost of COLA tuition and/or student health insurance during the duration of a prestigious external fellowship
   - Students should be within six years of their current COLA degree program at the time of receipt of the award.
   - MA students are eligible to apply, but FLAS fellowships are excluded from this fund. The College is working on a separate solution to address FLAS insurance costs.

4. Applications will be accepted—and funding decisions made—on a rolling basis.

5. Award amounts will be determined by need and availability of funds.

Application process:

At this link, departmental graduate advisors or coordinators must submit applications on behalf of the student via Microsoft Forms (Applicant will be prompted to log onto UT Microsoft Outlook with their UT email to access the application form.)

The application requires:

- Student name, EID, and email
- Student entry cohort and department
- Graduate Advisor or coordinator name and email
• Dissertation or project title
• Project abstract (250 words or less)
• Funding request type (tuition and/or insurance) and amount(s)
• Proposed Academic Year and Semester(s)
• List department contribution and/or other support (e.g., OGS Dean’s Prestigious Fellowship Supplement) requested or received for the project.

• Copy of the student’s external award letter
• Signature of Graduate Advisor or Coordinator

Other Considerations

• Funds distributed for tuition may be applied directly to the student’s fee bill.
• Awardees will be responsible for reporting on degree progress by the end of the specified period.
• Receipt of funding comes with the agreement that COLA may feature awardee’s projects on its website and/or in communications about institutional investments in humanities and social science scholarship.

Contact: Please contact Erica Whittington, Director of the Office of Research and Graduate Studies, with any questions.

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