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LACUNY Junior Faculty Research Roundtable Meeting Minutes, March 2010

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MINUTES OF THE SEPTEMBER MEETING
LACUNY JUNIOR FACULTY RESEARCH ROUNDTABLE
March 22, 2010
3-5 p.m.
Room C197, Graduate Center

Members in Attendance:

Amy Ballmer, Graduate Center (co-chair)
Cynthia Tobar, Graduate Center (co-chair)
Joy Bunkley (BMCC)
Kim Bugg (QCC)
William Casari (Hostos)
Jill Cirasella (Brooklyn)
Harold Gee (Baruch)
Stephanie Halvelka (Lehman)
Michael Handis (Graduate Center)
Dália Leonardo (Graduate Center)
Sydney Van Nort (City)
Eric Pellerin (Graduate Center)
Maura Smale (City Tech)
Junior Tidal (City Tech)
Tinamarie Vella (CUNY Graduate School of Journalism)

This meeting focused on tips for finding individual research grants. William Casari (Hostos) presented on his experience writing grants for the New York State Archives Documentary Heritage Program (DHP) and the New York Council for the Humanities. Casari discussed how the outcomes for such grants reach beyond the outcomes for research-based grants, in particular with the DHP grant and how it funded the establishment of the Hostos archives on campus, special projects and campus-wide anniversaries, and archive personnel. He shared best practices for grantwriting along with internet resource links such as the one available at LAGCC http://www.lagcc.cuny.edu/grants/grants_writingonline.htm , and stressed the importance of establishing a working relationship with your college grants officer. Casari also spoke about common mistakes people make when applying for any type of grants, such as not following the application instructions and padding budgets. He also spoke about the challenges of working with a committee to write the New York Council for the Humanities grant with other Hostos faculty. Casari concluded with a brief talk about his upcoming application with Assistant Archivist Matt Flaherty for a National Endowment for the Humanities (NEH) Digital Humanities grant.

Dália Leonardo (Graduate Center) presented on her experience applying for a Folger Shakespeare Library Fellowship in 2009 and her resulting article which was a result of her research fellowship. Leonardo's research centers on the 16-17th century French renaissance

period and her article is currently being considered for publication in *Renaissance Studies*. She shared practical grantwriting tips, such as planning ahead of deadlines, giving their references plenty of time to submit letters, conveying to grantfunders in their application that their research is worthy of support, and she emphasized the importance of being aware of not asking for funding too soon in the research process. It is imperative that you know as much about their research subject as possible before applying. Leonardo also warned the audience that as they begin drafting their application narrative that they should never assume that the reviewer will know what they're saying and a clear and concise thesis statement with realistic and achievable goals is needed. She highlighted the need of getting a group of 2-3 trusted readers who can review the application, and to be sure to review the application repeatedly before the submission deadline.

The Q & A followed with a larger group discussion of locating research grants, reporting to grant funders once you get funded (i.e., RFCUNY midterm reports) and what to do when you're turned down for a grant (get feedback from reviewers about how to improve your application and reapply).

Amy Ballmer (Graduate Center) then conducted a quick demo of the database COS Funding, including its search wizard, and the Foundation Center website.

Meeting adjourned at 5:00 pm.

Minutes submitted by Cynthia Tobar, Graduate Center