

**Division of Research,
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Research Startup Program

In many disciplines, recruiting faculty members with substantial research potential is a highly competitive endeavor. Often, an adequate startup package can make a significant difference when recruiting faculty with outstanding research potential. For this reason, the Division of Research, Economic Development, and Engagement (REDE) oversees a pool of institutional funds to help department chairs and deans assemble competitive faculty startup packages. Startup packages are comprised of contributions from the department, college or school, Graduate School, and REDE. These funds represent a significant investment in the future research productivity of East Carolina University; therefore, deans and department chairs are asked to set appropriate performance benchmarks during employment negotiations with candidates. REDE will assess unit and college research productivity over a period of several years, and future startup investment will depend on success in meeting appropriate benchmarks.

The associate dean for research (ADR) is typically closely involved in the startup package negotiation process. A request for faculty startup funds must be accompanied by a research plan which describes the candidate's research program to be initiated and how the initiation of the research program will enable the new faculty member to successfully compete for external funding. The research plan must describe a carefully thought-out research agenda including enough detail to evaluate the plan, listing possible collaborators and future funding sources. Members of a grant advisory panel (who will aid with proposal preparation) should be identified. Stand-alone research projects will not be funded. Sufficient detail in the research plan is needed to enable REDE to determine that expenditures will lead to the development of a productive research program. The budget should be completed using the REDE Research Startup Budget Request form (Excel), with a separate budget justification.

The Startup program is designed to enhance faculty recruitment. Candidates who have not signed an employment contract with the university will be given priority.

Required items for faculty startup packages:

1. Properly executed request form
 - At least 30% matching is required from the college and department.
2. Candidate's resume/CV
 - Must be complete and comprehensive
3. Detailed research plan and budget justification
4. Itemized budget (Excel template)
 - Provide reasonable estimates; quotes are not needed
 - All major items should be listed
5. Cover letter from the chair or ADR with a brief summary of candidate's strengths and career development plan.