



To: Deans and Vice Presidents  
From: President Sullivan  
Date: October 13, 2016  
Subject: Review of SIF Proposals

As you know, faculty proposals for funding from the Strategic Investment Fund require approval from a dean(s) or vice president(s). I write now to provide further context on your consideration of SIF proposals.

It is the intention of the process that as many ideas as possible come forward for review. All ideas submitted for the faculty evaluation panel go forward to the administrative panel, even those that receive no support. Accordingly, your role in this process is not to narrow unduly the ideas that come forward. There are two cases in which you may stop a proposal: a hard stop and a soft stop.

### **The Hard Stop**

Projects that come forward from your faculty require your signature, but your signature does not imply your substantive approval nor your enthusiasm. It does imply that you have reviewed the sustainability portion of the project and also the faculty time or other resources of your unit that will be committed to the project, and that you are satisfied with those commitments should a SIF award be made. If you are considering a project proposal that would require financial support from your office and you have any doubt about being able to provide the stipulated financial support, please do not sign off on the proposal.

If two or more deans and/or vice presidents are involved in a proposal, only one dean needs to sign off on approval. But if resources are required for the project or for its sustainability from any other unit, that unit's dean/vice president must also give consent to the approving dean/vice president.

### **The Soft Stop**

If you are considering two or more promising projects that duplicate each other but that could be combined into a single stronger proposal, or if you believe that a proposal could

be considerably strengthened with further revision, you may return the proposal to the author(s) for a revision and later submission.

### **Your Opinion**

We are interested in your affirmative opinion. I am asking each dean/vice president to submit a letter identifying your top two choices, or the top 10% of submitted proposals if your school has more than 20 submissions. You do not need to provide commentary about your selections, although you are free to do so. Indeed, there is optional space on the proposal form for you to provide comments on as many proposals as your desire.

I look forward to considering your approved proposals and to continuing to invest in the University through the Strategic Investment Fund.