

### Letter of Agreement from Department Chair

To: The OVPRED/HI Research Funding Review Committee:

As Chair of my department, I support faculty member \_\_\_\_\_ in their application for 2024-25 OVPRED/HI Research Funding in the Arts & Humanities. If awarded research funding, I understand that up to \$10,000 will be transferred to a non-sponsored projects SUNY Research Foundation account with the awardee as the Primary Investigator, and myself and our Department Administrator listed as Additional Signatories. My department will be responsible for assisting in the administration of the funds for the two-year term beginning January 1, 2024 and ending December 31, 2025. Funds may be used to advance the awardee's research or creative activity as outlined in his/her proposal, in accordance with UB Research Foundation policies and procedures. Any unused funds must be returned to the Office of the Vice President for Research and Economic Development (OVPRED).

Additionally, if the above-named faculty member is awarded the higher tier of funding, I support a release from teaching obligation for one course, for one semester, with course replacement funds at the adjunct rate of \$4,500 per 3 credit hour course provided to my department.

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Chair Signature

Date

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Chair Name (printed)

Department

Questions or concerns?

Contact Maki Tanigaki via email at [huminst@buffalo.edu](mailto:huminst@buffalo.edu) or by phone (716) 645-2591