

Guidelines for Awards from the C. F. & Grace Ning Fund

The funds from the endowment are intended to benefit both CCS students and faculty. Support is provided for China-focused academic projects at the University of Hawai'i, including but not limited to the following purposes:

- conference presentation or field research travel;
- purchase of books, materials, or supplies;
- hiring of student assistants;
- research project development.

Eligibility for the awards is limited to UH Chinese Studies faculty and graduate students, with preference generally being given to faculty—in particular, junior faculty.

The maximum amount of any award is \$1,500 (most awards will be less than the maximum). Applicants are generally eligible for only one award per academic year, and are encouraged to find supplemental support from their own departments or other funding sources.

Applications will be accepted and evaluated twice a year. Submission deadlines are February 1 for activities to be carried out between February 15 and September 30; and September 15 for activities to be carried out between October 1 and February 15.

A faculty committee chosen by the CCS Executive Committee will review applications, which should include a short essay outlining how the funds will be used, results expected from the project, and a detailed budget. A brief written report to the CCS should follow completion of the project.

For further information, contact the Center for Chinese Studies, Moore Hall 417, University of Hawai'i at Manoa, 956-8891, e-mail: china@hawaii.edu.

revised February 2008

Chung-fong & Grace Ning Chinese Studies Fund

Personal data

Name (*last, first, middle initial*): _____

Social Security Number: _____ Date of birth: _____

Address: Street & number: _____

City: _____ State: _____ Zip code: _____

Telephone: o: _____ h: _____ e-mail: _____

Academic profile (*For faculty*)

Department: _____ Tenured (*circle one*)? Yes No

Circle one: Lect/Inst Asst P Assc P Prof Other: _____

(*For graduate students*)

Department: _____ Level (*circle one*): MA PhD

Proposed activity Amount requested: \$ _____

Purpose of funding (*circle one*): Travel Project Other: _____

Date/period covered by funding: _____

To which other sources of funding are you applying for this activity?

Name of funding source

Date of notification

Please list any previous conference attendance in the last 24 months, and indicate whether your attendance was with or without financial support; if with support, indicate amount and source.

Please attach a half- to full-page statement discussing what you intend to do with CCS support, and the potential benefit to Chinese Studies of your activity. Also, please provide a budget, with specific details, that describes the lowest available cost of your proposed activity; if applying to use funds to travel to a conference or other event, please submit copy of invitation letter, conference paper acceptance letter, or conference announcement. Graduate students also submit one letter of recommendation from a faculty member.

Submit materials in triplicate to the **Center for Chinese Studies, Moore Hall 417**

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by September 15 for activities to be carried out between October 1 to February 15.