

Fellowship Top-Off Policy

Columbian College faculty receive many external fellowships from prestigious organizations to support their scholarship. These organizations include the Guggenheim Foundation, Russell Sage Foundation, the American Council of Learned Societies, the National Endowment for the Humanities, the Kluge Center at the Library of Congress, the Woodrow Wilson International Center for Scholars, and the Fulbright Program, among others. Since these fellowships allow faculty members to devote full-time effort to an ongoing research project and enhance the university's reputation, Columbian College provides salary top-off if the fellowship does not provide full academic-year support.

Criteria for Fellowship Top Off Support:

- The fellowship awarded is deemed by Columbian College as nationally or internationally prestigious (e.g., Guggenheim, Russell Sage, ACLS, NEH, Fulbright); the College will consider fellowship programs that are known for their competition, rigor of selection process, and tradition of supporting scholars who produce excellent contributions to their fields.
- Columbian College will provide a full-year top off to a fellowship that provides either 50% of the faculty's salary or a minimum award of \$40,000; the College will provide a one-semester top off to a fellowship that provides either 25% of the faculty member's salary or a minimum award of \$20,000.
- Columbian College full-year top-off support and the external fellowship funding may not exceed the faculty member's academic-year salary.
- Faculty members who are eligible for sabbatical leave may use a fellowship to supplement the 60% of GW salary provided on a full year's leave. Columbian College will top-off the remaining 40% following the one-semester fellowship guidelines (i.e., the fellowship provides either 25% of the faculty member's base annual salary or a minimum award of \$20,000).
- By accepting fellowship top-off support, a faculty member agrees to continue in the service of the University for at least one year following the leave unless the Columbian College approves some other arrangement. If after completion of a fellowship a faculty member resigns from the University to accept an alternative position, Columbian

College will expect to be made harmless by the faculty member (or the new employer) through the repayment of top-off support provided to the faculty member during the fellowship.

Process: Please request the top off via your department chair/program director who will submit the request to the Vice Dean for Faculty and Administration. Your request should include the fellowship award letter with details of the award.