The William F. Milton Fund, established in 1924, is one of the oldest bequests made to Harvard University. Funding research projects in the fields of medicine, geography, history and science the winning projects must either promote the physical and material welfare and prosperity of the human race, or investigate and determine the value and importance of any discovery or invention, or assist in the discovery and perfecting of any special means of alleviating or curing human disease.

The Office of the Vice Provost for Research administers the Milton Fund. The Office invites eligible faculty and fellows to submit proposals for funding no later than February 1, 2016. Applications are accepted through the Harvard University Funding Portal (HUFP).

**Goals**

Applications are invited from voting members of Harvard University Faculty, including Assistant Professors or above, or Junior Fellows of the Harvard Society of Fellows. Reviewers will evaluate applications on intellectual merit, interdisciplinary collaboration, innovation, and likely impact on all fields of medicine, geography, history and science. Funds awarded through the Milton Fund support research to explore new ideas to act as the catalyst between ideas and more definitive directions, and to consider new methods of approaching global solutions.

**Available Funding**

Applicants may apply for up to $50,000 payable over one year. Grants are non-renewable, but no-cost extensions may be applied for, in writing, at least thirty (30) days prior to the expiration date of your grant, no additional money will be made available to you. The maximum extension available is a one-time, 12-month extension. The Office of the Vice Provost for Research reserves the right to terminate any grant at any time for cause.

**Eligibility**

All voting members of Harvard University Faculty, including Assistant Professors or above, or Junior Fellows of the Harvard Society of Fellows. **Preference will be given to junior investigators.** The investigation must be of a medical, geographical, historical or scientific nature. The investigation must:
1. Be in the interest of or for promoting the physical and material welfare and prosperity of the human race (rather than its spiritual, intellectual or aesthetic welfare);
2. Assist in the discovery and perfecting of any special means of alleviating or curing human disease; or
3. Investigate and determine the value of importance of any discovery intervention.

Disqualifiers: Anyone who has received a Milton Fund Grant within the previous five years; instructors, post-doctoral fellows, residents, those with pending and/or “anticipated promotions to voting academic status at the time of application submission.

Submission Cycle Timeline

1. The online application portal will open on December 7, 2015.
2. Full Proposals will be due on February 1, 2016 at 11:59 PM.
3. Award Decisions and fund disbursal will occur in April, 2016.
4. Technical Research Reports of research will be due from award recipients 1 year after initial receipt of funds. Reports may be no longer than two pages.
5. Financial Reports will be due from award recipients 1 year after initial receipt of funds, concurrent with Technical Research Reports. Financial reports should be submitted using Harvard’s standard financial reporting template.

Application Requirements

To apply for funding from the Milton Fund, please visit Harvard’s online application portal at Harvard.communityforce.com. You will be asked to submit the following information and documentation by February 1, 2016:

1. Contact information for the applicant, applicant’s department administrator(s) and applicant’s department chair name, affiliation, rank, address, phone number, and email.
2. Four-page Proposal Narrative that describes the specific aims and described research project methodology which should also include a 200 word summary statement.
3. Assurance of Compliance Location of Research: Applicants whose research will be administered at a HMS affiliate must provide the name of an authorizing official from that institution (usually the Sponsored Programs Office). The Office of the Vice Provost for Research will contact that person for signature; Animal and Human Subjects: Applicants using either animals or humans in the proposed research must submit a copy of the current protocol and approval letter for our records. If the approval is pending please note that; approval letter must be submitted prior to subject enrollment.
4. Biosketch, limited to two pages.
5. References, required for Junior Fellows of the Harvard Society of Fellows only. Limited to two, one page each.
6. Project Budget requires both a Budget Form and Budget Justification.
   a. Budget Form must be presented in tabular form, must use 9 point font, and should not exceed one page.
b. **Budget Justification** should explain each budget line item. The narrative should be no more than one page in length.

c. **Personnel**

   i. Salary support may be requested for the Principal Investigator, for postdoctoral scholars, research assistants and laboratory technicians to the extent that they work on the Milton-supported investigation. Any benefits-eligible personnel expenses in the budget must include the appropriate fringe rates for the year. Applicants should consult with Human Resources at their home school for applicable rates.

**Equipment**

Only expenditures for the purposes of the proposed investigation are allowable for Milton Fund grants. Funds for large pieces of equipment planned to improve the general facilities of the laboratory are not usually approved. Funds for maintenance or service contracts are not usually allowable. Equipment becomes the property of Harvard University upon the termination of the project.

**Travel**

Travel to collect specimens or obtain data necessary to conduct the proposed research is allowable and must be explained thoroughly in the budget justification. Travel to scientific meetings is not an allowable budget item unless it can be related directly to the funded project.

**Supplies**

All research-related supplies are allowed.

**Overhead**

Not allowed.

**Other Support**

Provide active and pending support for the Principal Investigator. Other Support includes all financial resources, whether Federal, non-Federal, commercial or institutional, available in direct support of an individual’s research endeavors, including but not limited to research grants, cooperative agreements, contracts and/or institutional awards. Please do not include any "start-up" packages and/or tenure-transfer funding. Normally, only grants/gifts/subcontracts etc. with the applicant as Principal Investigator should be listed.
Also include a short narrative (no more than one paragraph) which demonstrates the applicants need for funding.

7. **Conflict of Interest** statement to identify any Harvard faculty who, if selected as a reviewer, may have a conflict of interest or bias with regards to the proposed project.