

# ADVANCE == AT WSU ==

## EXTERNAL MENTOR PROGRAM FUNDING GUIDELINES

<https://advance.wsu.edu/internal-grant-application/>

The ADVANCE at WSU External Mentor Program is an initiative for enhancing the awareness of and creating opportunities for women in Science, Technology, Engineering, Mathematics, and Medicine (STEMM) disciplines and diverse male and female faculty, with diversity defined in terms of under-represented minority (URM) status, in any discipline at WSU. **The aim of the program is to foster the career development of women and diverse faculty by supporting the development of mentoring relationships with off-campus leaders. This program emphasizes mentorship that supports and/or communicates awareness of barriers that exist for women in STEMM disciplines and diverse faculty (with URM designated according to the NSF definition, as African Americans, Native Americans and Hispanic Americans).** These mentors will provide training and mentorship, facilitate collaborative research efforts, and, ideally provide examples of strong, senior role models. The External Mentor Program is open to all tenure-track and tenured otherwise eligible faculty. For tenured faculty, this initiative is intended to help grantees through the promotion process, encourage more women and diverse faculty to seek administrative responsibilities, and enhance leadership succession planning.

The ADVANCE at WSU External Mentor Program provides funding for proposals that ideally include, but do not necessarily require, all of the following activities:

- a mentor visit to WSU to meet with the mentee and engage in an activity that would be helpful to the mentee (e.g., view labs, review data or writing);
- a research seminar by the mentor to the individual's department (or broader if desired);
- regularly scheduled time designated for the mentor to spend with the mentee (either at WSU, on their own campus, or via electronic communication [e.g., monthly Skype meetings]);
- a mentee visit to the mentor's lab or other professional site to further engage in activity that would be helpful to the mentee (e.g., lab visit, training in instrumentation or laboratory technique, campus networking).

The proposed use of funds must demonstrate considerable potential for providing career advancement opportunities for the eligible WSU faculty members and intent to serve/assist in reducing barriers for women in STEMM fields, diverse male and female faculty in any field. Within one year of completion of grant activities, grant recipients must provide a brief report on their experience with the External Mentor Program. An honorarium of \$750.00 will be provided to the mentor upon successful completion of all activities and submission of the final report. It should be noted that ADVANCE at WSU will conduct a one-year follow up with each grant recipient.

**Eligibility:** Any tenure track or tenured faculty woman in one of the following departments may submit a request:

- Animal Sciences
- Anthropology

- Biological Systems Engineering (BSE)
- Carson College of Business
- Chemical Engineering and Bioengineering (CBE)
- Chemistry (CHEM)
- Civil and Environmental Engineering (CEE)
- Crop and Soil Sciences
- Economic Sciences
- Electrical Engineering and Computer Science (EECS)
- Elson S. Floyd College of Medicine
- Engineering and Computer Science (EnCS; Vancouver)
- Entomology
- Food Science
- Global Animal Health
- Horticulture
- Human Development
- Institute of Biological Chemistry (IBC)
- Integrative Physiology and Neuroscience (formerly known as VCAPP)
- Mathematics (MATH)
- Mechanical and Materials Engineering (MME)
- Physics (PHY) and Astronomy
- Plant Pathology
- Political Science
- Psychology
- School of Biological Sciences (SBS)
- School the Environment (Pullman and Vancouver)
- School of Molecular Biosciences
- Sociology
- Veterinary Microbiology & Pathology

**Restrictions:** The external mentor cannot have been the graduate advisor or the post-doctoral advisor of the applicant.

**Funding:** Typical awards range from \$3,500 to \$5,000, depending on the location of the mentor and length of visits for the mentee/mentor.

**Required Deliverables and Expectations:** All recipients will be asked to provide a report on their experience with the External Mentor Grant program and will also occasionally be asked to discuss their experiences with program representatives.

**Deadline:** Applications will be accepted until October 19, 2018.

## Application Process:

1. complete online application located at <https://advance.wsu.edu/internal-grant-application/>
2. Upload/attach a proposal and letter of support to the online application
  - a. **Proposal:** The description should not exceed one page (12-point font) and should include:
    - the external mentor's name, title and institution;
    - a description of the potential for the award to initiate a long-term collaboration;
    - a seminar topic that will be shared by the mentor with the mentee's department or college; and
    - a proposed timeline for the data collection activities and grant submission (including deadlines)
    - detailed budget (completed online)
  - b. **Letter of Support:** The request must be accompanied by a letter of support from the proposed mentor, which details the mentor's involvement in the proposed activities.

## Questions and proposal submission:

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Apply here: <https://advance.wsu.edu/internal-grant-application/>

**Review Process and Funding Criteria:** A Selection Committee will review applications and select recipients. Ranking of proposals will weigh heavily on:

- the potential for further professional development of the WSU faculty member, with preference for proposals that illustrate ongoing engagement of the external mentor;
- the probability of the proposed initiative resulting in a long-term collaborative relationship between WSU and the external mentor; and
- the potential for the project to enhance the research/scholarly productivity and success of the WSU faculty member.
- Support of applications is subject to availability of funds.