EXTERNAL MENTOR PROGRAM-Pilot Extension FUNDING GUIDELINES
https://advance.wsu.edu/internal-grant-application/

The ADVANCE at WSU External Mentor Program-Pilot Extension is an initiative designed to create opportunities for faculty women in the Science, Technology, Engineering, Mathematics, and Medicine (STEMM) disciplines and diverse male and female faculty in any field, 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 who have previously been supported by an External Mentor award. That is, only faculty with prior External Mentor funding are eligible to participate in the Pilot Extension program.**

**The goal of the Pilot Extension is to provide External Mentor award recipients (in collaboration with their mentors) the support needed to carry out pilot investigations and obtain preliminary data required for external funding applications.**

As such, pilot data collection projects supported by the Pilot Extension awards will be carried out jointly with the previously engaged external mentor, and will be significant enough in scope to provide meaningful preliminary data. An important program requirement is that external grant applications must be submitted including input from the previously engaged external mentor (i.e., the mentor is not required to be included as a PI or a co-PI/Investigator, however, they should participate minimally as a project consultant), utilizing these preliminary data.

Applications submitted for the Pilot Extension awards must include: (1) a description of the intended pilot data collection project, with sufficient detail to ascertain its significance/innovation; (2) a plan for securing external funding, including specific [funding sources/mechanisms and deadlines](https://advance.wsu.edu/internal-grant-application/).

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, with URM designated according to the NSF definition (i.e., African Americans, Native Americans and Hispanic Americans). Within one year of the grant activities completion, recipients must submit a brief report on their experience with the External Mentor Pilot Extension Program. Additionally, 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 applicant must have successfully participated in the ADVANCE at WSU External Mentor Program and the activities proposed in this application will be carried out with the previously engaged external mentor.

Funding: Awards will generally be no more than $10,000, with higher levels of funding (up to $15,000) considered if matching funds from department or college sources are committed.

Required Deliverables and Expectations: Recipients will be required to:

• submit an external grant application within one year of award completion,
• submit a report on their experience with the External Mentor-Pilot Extension Grant program and
• be willing 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 pilot data collection activities with enough detail to determine proof of concept (e.g., background, method, expected results);
      - external funding source(s)/mechanism(s) to which grant proposal(s) supported by ADVANCE at WSU EM-Pilot Extension awards will be submitted with an explanation for how the preliminary data from the EM-Pilot Extension award will increase the competitiveness of the proposal
      - a proposed timeline for the data collection activities and grant submission (including deadlines)
      - a 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/](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 probability that the proposed initiative will translate into external funding
   - 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.
   - IRB/IACUC approval for the proposed project is required before the funds will be released.
   - Support of applications is subject to availability of funds.