

ADVANCE

AT WSU

TRAVEL ASSISTANCE AWARD PROGRAM FUNDING GUIDELINES

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

The ADVANCE at WSU Travel Assistance Award Program is an initiative designed to support conference travel for women in the Science, Technology, Engineering, Mathematics, and Medicine (STEMM) disciplines and/or 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 recognize faculty impactful in their field, and to -promote scholarship and career development by providing a travel grant to support attendance at national conferences or international scientific meetings to present significant/novel findings. Specifically, this program supports travel of dependents required to complete scientific presentations.** The Travel Assistance Award 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, and to encourage more women and diverse faculty to seek leadership roles in their discipline/field of inquiry.

The ADVANCE at WSU Travel Assistance Award Program provides funding for proposals that involve invited and/or accepted presentations at national and international conferences offering unique scholarship, career, and/or leadership advancement opportunities for eligible WSU faculty.

Funding requests must demonstrate considerable potential for providing career advancement opportunities and/or assist in reducing barriers for eligible WSU faculty as previously defined: women in STEMM disciplines and diverse male and female faculty, with URM designated according to the NSF definition to include African Americans, Native Americans and Hispanic Americans. Within one year of the completion of grant activities, grant recipients must provide a brief report on their experience with the Travel Assistance Award Program. Additionally, ADVANCE at WSU will conduct a one-year follow up with each grant recipient.

Eligibility: Any eligible tenure track or tenured faculty members 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
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Funding: Awards up to \$1,000, depending on the particulars of the presentation opportunity.

Required Deliverables and Expectations: All recipients will be asked to provide a report on their experience with the Travel Assistance Award Program and will also occasionally be asked to discuss their experiences with program representatives.

Deadline: Applications are reviewed on a rolling basis.

Proposal Format: To be considered, applicants must submit a completed application, which includes the following information:

- Complete online application, which asks for PI/project details, located at <https://advance.wsu.edu/internal-grant-application/>
- Proposal: The description should not exceed one page (12-point font) and should include:

- A description of the scientific conference, including dates, times, and locations
- A rationale for why this presentation opportunity will advance scholarship/professional development of the grantee
- Any other funds that could be leveraged to support this leadership opportunity
- Detailed Budget (completed online)
- Current C.V.
- Other: **The request must be accompanied by a letter of support from a nominator to include a senior faculty member or department Chair or Director.**

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:

- Past achievements of the WSU faculty member
- The potential for the proposed initiative to further the professional development of the candidate
- Support of applications is subject to availability of funds.