

ADVANCE == AT WSU ==

LEADERSHIP TRAINING PROGRAM FUNDING GUIDELINES

<http://advance.wsu.edu>

The ADVANCE at WSU Leadership Program is an initiative for supporting leadership opportunities for women in Science, Technology, Engineering, and Mathematics (STEM) disciplines and for under-represented minority (URM) male and female tenure-track faculty in any discipline at WSU. **The aim of the program is to foster career development of women and URM faculty by supporting leadership opportunities and trainings.** The Leadership Program is open to all tenure-track and tenured faculty women in STEM fields (see department list below) and all tenure-track and tenured under-represented minority faculty (both men and women) in any discipline. For tenured faculty, this initiative is intended to help grantees through the promotion process, encourage more women and URM faculty to seek administrative responsibilities, and enhance leadership succession planning.

The ADVANCE at WSU Leadership Program provides funding for proposals that have identified suitable leadership programs, trainings, and opportunities. Examples of these include the National Center for Faculty Development & Diversity Faculty Success program <http://www.facultydiversity.org/>, the WSU Center for Transformational Learning & Leadership Tidal Leadership certification <http://cahnrs.wsu.edu/tidal/course-dates/>, or other leadership programs that require registration fees and other expenses.

The proposed use of funds must demonstrate a significant intention of providing career advancement opportunities for the WSU faculty member served and assist in reducing barriers for (an) under-represented individual(s) – defined by NSF as women, African Americans, Native Americans and Hispanic Americans. Within one year of completion of grant activities, grant recipients must provide a brief report on their experience with the Leadership Program. The ADVANCE at WSU Leadership Program Coordinator will also conduct a one-year follow up with the 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)
- Chemical Engineering and Bioengineering (CBE)
- Chemistry (CHEM)
- Civil and Environmental Engineering (CEE)
- Crop and Soil Sciences
- Economic Sciences

- Electrical Engineering and Computer Science (EECS)
- Engineering and Computer Science (EnCS; Vancouver)
- Entomology
- Food Science
- Global Animal Health
- Horticulture
- Human Development
- Institute of Biological Chemistry (IBC)
- Integrative Physiology and Neuroscience
- Mathematics (MATH)
- Mechanical and Materials Engineering (MME)
- Physics (PHY) and Astronomy
- Plant Pathology
- Political Science
- Psychology
- School of Biological Sciences (SBS)
- School the Environment
- School of Molecular Biosciences
- Sociology
- Veterinary Microbiology & Pathology

Funding: Typical awards range from \$3,500 to \$5,000, depending on the leadership program and particular opportunity.

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

Deadline: Applications will be accepted until October 16, 2016.

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

- Cover Sheet (use attached form)
- Proposal: The description should not exceed one page (12-point font) and should include:
 - A description of the leadership program, including dates, times, and locations
 - A rationale for why this leadership program will advance the professional development of the grantee
 - Any other funds that could be leveraged to support this leadership opportunity
- Budget (use attached form)
- 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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Review Process and Funding Criteria: A Selection Committee will review applications and select recipients. Ranking of proposals will weigh heavily on:

- The potential for the proposed initiative to further the professional development of the WSU faculty member

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Coversheet

Applicant Name: _____

Position/Title: _____

Department name: _____ Zip: _____

Email: _____ Phone: _____

Funding requested from the following program:

- ☐ Transitions
- ☐ External Mentor
- ☐ Leadership
- ☐ PRO-NET
- ☐ Social Science Research

Check list for proposal:

- ☐ Coversheet/Signature page
- ☐ Proposal
- ☐ Budget

Proposal Title (if applicable): _____

Project Start Date: _____

Project End Date: _____

PI Signature/date: _____

Amount Requested: _____

Name of Fiscal Agent: _____

Department Chair Signature/date: _____

Dean Signature/date: _____

Received by (ADVANCE representative)/date: _____

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Applicant Name: _____

Proposal Title: _____

Program Budget Sheet	
Category/Description	Amount
Registration:	
Travel*:	
Other related expenses:	
TOTAL AMOUNT REQUESTED	

**Funding limitations: Reimbursable up to the allowable government rate. Also note that any anticipated food or refreshment costs outside of travel per diem (i.e. receptions, meals) need to be vetted in advance of your proposal submission due to NSF restrictions. Please email advance@wsu.edu with any questions. Thank you.*