

# ADVANCE == AT WSU ==

## TRANSITION PROGRAM FUNDING GUIDELINES

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

Although a university may have excellent leave policies, certain situations may require different solutions or supplemental support, and the ADVANCE Transitions Program provides exactly this type of additional support. The Transitions 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 (URM) male and female faculty in any discipline.

Short term assistance is available through the Transitions Program for science, technology, engineering and mathematics (STEM) faculty (regardless of gender) who are in the midst of major life transitions, such as:

- short term assistance with personal medical needs,
- short term assistance with family illness,
- or other situations.

Support may be offered for up to two semesters for faculty members moving through such transitions. Examples of support that the program provides include providing funds for a Research Assistant to assist with managing lab work, a Teaching Assistant to assist with teaching, etc.

The Transitions Program complements tenure clock extension. Please see the Faculty Policies and Procedure handbook for WSU policies and programs that assist with work-life balance, including leave policies, eldercare, and childcare at <http://faculty.wsu.edu/resources.html#ffp>. Further information about childcare and eldercare options are discussed at the WSU Work/Life website. Department Chairs and faculty in ADVANCE at WSU target STEM departments are encouraged to apply for transitional support grants if they are experiencing a transition.

It is strongly recommended that applicants seek a contribution from their department and/or college and reflect such in their proposals. If an applicant is unable to obtain a contribution from his or her chair and/or dean, he or she must include the reasons why a contribution was not available in his or her proposal.

**Eligibility:** Any tenure track or tenured faculty 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 (formerly known as VCAPP)
- Mathematics (MATH)
- Mechanical and Materials Engineering (MME)
- Physics (PHY) and Astronomy
- Plant Pathology
- Psychology
- School of Biological Sciences (SBS)
- School of the Environment (Pullman and Vancouver)
- School of Molecular Biosciences
- Sociology
- Veterinary Microbiology & Pathology

**Restrictions:** None.

**Funding:** Unrestricted.

**Required Deliverables and Expectations:** All recipients will be asked to provide a report on their experience with the ADVANCE at WSU Transitions Program.

**Deadline:** Applications are reviewed on a rolling basis.

**Proposal Format:** In order to be considered, applicants must submit a completed application, which includes the following information:

- Cover Sheet
- Proposal: A detailed description and justification of the project. The description should not exceed one page (double-spaced, 12-point font) and should include:
  - 1) the need for transitional assistance,
  - 2) the type of assistance requested, and
  - 3) a time-line for completion.
- Budget

**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. In evaluating proposals, consideration will be given to sustain or further the academic development of a WSU STEM target department tenure-track or tenured women faculty or faculty who are URM, in any discipline. URM is defined as by NSF to include: 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 Transitions Program. The ADVANCE at WSU Program Coordinator, or another program designated individual, will also conduct a one-year follow up with the grant recipient.