

ADVANCE == AT WSU ==

TRANSITION PROGRAM FUNDING GUIDELINES

Overview: ADVANCE at WSU aims to provide institutional support to increase the representation of women and historically underrepresented faculty in all disciplines. Toward this end, ADVANCE provide programs to support the healthy work/life balance. The Transitions Program provides short-term assistance for eligible faculty in the midst of major life transitions (e.g. significant personal medical issues, family illness) for which existing resources are insufficient. ADVANCE at WSU relies upon the [NSF definition](#) of underrepresented groups.

Eligibility: All WSU women faculty members are eligible, with priority given to women from STEM departments and/or academic units wherein women faculty are otherwise under-represented. Additionally, *all* faculty members from historically underrepresented groups—regardless of gender identity—are eligible.

Amount of Funding: Typically between \$5,000-\$10,000, with higher amounts considered.

Proposal Format: Applicants may request support to assist with movement through major life transitions. Examples of support that have been awarded previously included: funds for a Research Assistant to facilitate managing lab work, and funds to support a Teaching Assistant to take over certain teaching responsibilities.

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

- ADVANCE at WSU [Proposal Submission Form](#)
- Proposal: A detailed description and justification of the project. The description should not exceed two pages (single-spaced, 12-point font) and should include:
 - 1) the need for transitional assistance;
 - 2) the type of assistance requested;
 - 3) a timeline for completion;

- 4) other funds leveraged to support this transition
- A copy of the applicant's C.V.
- Detailed Budget

Expectations: All recipients will be asked to submit a brief report on their experience with the ADVANCE at WSU Transitions Program to the Director of ADVANCE at WSU within one year of completing grant activities. Recipients will be periodically asked to participate in program evaluation efforts, respond to brief utilization/satisfaction surveys, and provide career advancement information.

Review Process and Funding Criteria: A Selection Committee will review applications and make recommendations for funding to the Director of ADVANCE at WSU. Proposals will be evaluated on the basis of need and on the type of assistance needed. Awards are subject to the availability of funds.

Deadline: Applications are reviewed on a rolling basis.

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 in the current faculty manual. Find further information on available resources at the ADVANCE at WSU [Work/Life Support Page](#).

Questions and Proposal Submission:

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