



CU-ADVANCE Program

Advancing Cornell's Commitment to Excellence and Leadership

CU-ADVANCE Faculty Development Grants: Description and Application

The **CU-ADVANCE Faculty Development Grants** are offered under the auspices of the National Science Foundation ADVANCE program. The NSF ADVANCE program goal is *to increase the recruitment, retention, and promotion into leadership positions of women in engineering and the sciences, and to institutionalize best practices, policies and programs across colleges as they pertain to women faculty.*

An additional goal of the Cornell ADVANCE program is to achieve 20% women faculty in *each science and engineering (S&E) department* with an additional 15 senior women hires in S&E, and increase the number of S&E women in leadership positions, all in the initial 5-year grant period. One third of Cornell's S&E faculty should be women by 2015, Cornell University's sesquicentennial. The **CU-ADVANCE Faculty Development Grants (FDGs)** are supported and administered by the CU-ADVANCE Center and are explicitly dedicated to the **recruitment** effort.

The goal of FDGs is to identify and support high-potential women engineers and scientists who are receiving offers for tenure-track faculty positions from Cornell STEM and SBS units, but who wish to do post-doctoral research (externally or at Cornell) before starting their tenure-track position. The intention is that the women who receive FDG grants will be ideally suited for the faculty position at the end of the grant period; as such, only women who have a high probability of earning tenure and of having a successful career at Cornell are eligible for the grants.

Departments are encouraged to consult with the CU-ADVANCE Center before and during the preparation of an application to evaluate the suitability of the proposed activities. These grants are *not* intended as "super-post doc" positions for scholars who are likely to leave Cornell at the end of the grant period, nor are they intended to replace expiring soft money. Candidates for FDGs must be nominated by the Director or Chair of a sponsoring department or School, who will certify that the candidate is receiving an offer and the FDG is part of the package being offered. Multiple applications from a single department are permissible, although this requires evidence of multiple openings and appropriate conditions.

Departmental/candidate eligibility. A department and candidate are eligible for a FDG if the candidate's research area is supported by the National Science Foundation. The application should identify which directorate(s) of the NSF support research in the candidate's area.

Deadlines. Applications will be reviewed on an ongoing basis. Departments' should notify the ADVANCE office of their interest, however, by November 15 and April 15, each grant year. Funds will be available upon the selected candidate's acceptance of the offer.

Budget. The amount of the FDG is \$50,000 over a 1-year period. Departments are expected to supplement the grants in order to provide a competitive salary and sufficient research resources. FDG funds may only be used to cover the research expenditures of the woman candidate. Permissible expenses include:

- Salary of the candidate
- Support for a graduate research assistant or post-doctoral fellow

- Capital equipment
- Research expendables (facilities costs, materials and supplies, etc.)
- Travel
- Teaching relief
- Research relief for modest amounts of teaching experience

Required application materials.

- Candidate's CV and reference letters (at least 3)
- Departmental application, including mentoring plan and grant proposal
- Supporting statement from the department chair
- Evidence of a tenure-track offer to the candidate. Departments are encouraged to submit supporting letters from their deans.

Reporting requirements. A report to the CU-ADVANCE Center is required at the end of the grant period. The report will describe how the funds were used. The record of the department in successfully transitioning non-tenure-track women into tenure-track positions will be considered for future FDG awards. Additionally, the CU-ADVANCE Center will conduct post-FDG interviews with both the recipients and the department chair or departmental representative.

Criteria used to evaluate applications. Applications will be evaluated by a committee of faculty based on

- Quality of the candidate, as evidenced by her CV and recommendation letters (at least three letters from recommenders external to Cornell are required; additional letters can also be submitted).
- Departmental commitment to the candidate, as evidenced by the department chair's letter, cost-sharing, demonstration of appropriateness of the salary, the grant proposal, and the depth and quality of the mentoring plan
- Departmental priority for increasing the number of women faculty, as evidenced by the current percentage of women faculty in the department relative to the ADVANCE targets

A cover page and template for the application is provided on the next pages.



CU-ADVANCE Faculty Development Grants

Application Cover Page

Name of Department:

Chair or Director:

E-mail address of Chair/Director:

Date Request Submitted:

Name of Candidate:

Education:

Post-doctoral experience:

Names (and affiliations) of Recommenders:

Relevant NSF Directorate(s):

Total Amount Requested (maximum \$50,000) \$

Period of Requested Funds (start/end dates): Please attach material which addresses the following requirements to the cover page.

Justification (please answer all questions):

1. Research Statement and CV from the Candidate.

The candidate should provide a 2-3 page document that describes the following:

- a) Academic background
- b) Professional goals
- c) Description of intended research
- d) Relevant NSF Directorate(s) and programs

In addition, a full curriculum vitae should be attached, including all publications to date.

2. Letters of recommendation

Include at least 3 letters from recommenders external to Cornell. Additional letters can also be submitted.

3. Requested Budget

- a) Spreadsheet showing budget items
- b) Cost sharing

It is expected that the department will show commitment to the candidate by an appropriate amount of cost-sharing. Any contributions from the College or the University should also be listed.

Contribution from department: \$

Contribution from College (if any):

Contribution from the University (if any):

Contribution requested from a Faculty Development Grant (\$):

Total request (\$):

4. Salary Justification:

Provide competitive benchmarks for the salary being offered.

5. Demonstration of career development planning for the candidate:

Please provide the following information:

- a) Departmental Fit: Explain how providing a grant to the candidate will facilitate the sponsoring department's strategic plan. Comments on the candidate's research plan and fit with the department are required.
- b) Mentoring Plan: Provide a detailed description of the department's plans to set up the candidate for success as a future faculty member, by provision of adequate mentoring by one or more tenure-track faculty (at least one of whom must have tenure). Provide the name(s) of the faculty mentors, the likely frequency with which she will meet with her mentors, and a discussion of their commitment to read and provide feedback on research papers and proposals and to introduce her to program managers of funding agencies and to other suitable Cornell and external faculty, as appropriate. We also require a statement on the mentors' history of successfully mentoring other junior faculty.
- c) Teaching responsibilities: Provide a statement describing the extent to which teaching expectations are involved. Teaching requirements beyond a minimal amount targeted to facilitate the career of the candidate will be considered detrimental to the likelihood of receiving an FDG.

Example 1: Jane will not be teaching throughout the period of the FDG.

Example 2: Mary will be developing a one-credit module to a teaching lab in her new area of research interest. This experience will help Mary learn new laboratory techniques that are likely to assist in her research endeavors. This assignment will also provide her with visibility to the faculty in her future home and provide demonstrable skills in an area in which the department has future needs. This will increase her desirability as a faculty member in the future.

- d) Evidence of departmental under-representation of tenure-track women faculty: Provide numbers and percentages of (i) undergraduate (ii) graduate and (iii) faculty in the department

e) Supplementary information: (optional)