



ACCEL: CU-ADVANCE Program



Professional Development Grants for Women Assistant Professors

Description The CU-ADVANCE *Professional Development Grants* are offered under the auspices of the National Science Foundation ADVANCE program. The NSF goal of the ADVANCE program 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.

The CU-ADVANCE *Professional Development Grants* (PDGs) are supported and administered by the CU-ADVANCE Center and are explicitly designed to contribute to the retention and promotion of junior women faculty at Cornell. The goal of CU-ADVANCE PDGs is to support pre-tenure women engineers, life scientists, social scientists and physical scientists by two mechanisms:

- a) funding visits to senior, recognized researchers in their area and/or the opportunity to host such researchers at Cornell for a colloquium. Such visits are meant to provide the faculty member with professional networking opportunities, the chance to share her research more widely with experts in her field and an opportunity to heighten her professional visibility on the Cornell University campus in preparation for promotion and tenure. Senior researchers may become appropriate evaluators of the faculty member's work at the moment of tenure and promotion; and
- b) funding professional training opportunities, e.g., training on specialized databases or equipment.

The PDGs are not intended as financial support for conference attendance, but rather as additional opportunities to develop collegial relations with significant people in the field above and beyond normal networking activities and to access professional training opportunities. The grants are not intended to pay for colloquia which would otherwise be covered by the department. Candidates for PDGs must have the support of a Cornell mentor and/or the Director or Chair of their School or department for their proposal.

Applicants are encouraged to consult with the CU-ADVANCE Center before and during the preparation of an application.

Eligibility A female assistant professor is eligible for a PDG if her research area is one supported by the National Science Foundation. The application should identify which directorate(s) of the NSF support research in the candidate's area. Applicants may receive more than one PDG, depending on availability of funds.

Deadlines Applications may be submitted at any time and will be accepted on a rolling basis as they are received. Funds will be available immediately upon selection. Please allow sufficient time for evaluation of the proposal before your travel/training dates.

Budget. Grants are generally limited to \$1,500, but under special circumstances, the Center may provide additional funds. No honoraria will be covered by the grant. Funds from the PDG program may be used to cover the travel expenditures of the applicant or her chosen senior researcher(s)/training facility. Funds can also be used to support family care (child or elder) for the duration of the travel. Note, however, that partner tickets are not an eligible expense. The grant will be executed as a travel/expense reimbursement. Standard Cornell rules apply.

Required application materials.

- Applicant's CV
- Justification. This statement should make a case for why the grant is needed, including how this grant will benefit the applicant professionally in ways that would otherwise not be possible
- Timeline of proposed activities
- Support letters from Chair/Director and/or a Cornell mentor
- Itemized budget

Reporting requirements. A report to the CU-ADVANCE Center is required at the end of the year in which the grant is awarded. This should include the title and abstract of any talks associated with the grant, a description of the activities the applicant carried out, and any accomplishments that came about as a result of her interaction with the senior researcher. The report should clearly indicate evidence of the impact of the PDG.

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

- Quality of Justificaton
- Appropriateness of the activities proposed by the applicant
- The department chair's or Cornell mentor's letter
- Itemized budget

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

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Application Cover Page

Date Request Submitted:

Name and contact information of Applicant:

Name of Department:

Relevant NSF Directorate(s):

Total Amount Requested:

Name of senior researcher/Training Facility:

Dates/locations of visit:

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Please attach material which addresses the following requirements to the cover page.

Justification (please answer all questions):

1. CV from the Candidate.
2. Statement of Justification and Activities Timeline:

The candidate should provide a 1-2 page document that describes the following:

- a) Research interests
 - b) Professional goals
 - c) Description of intended activities
 - d) Statement of need for grant funding: how grant will facilitate professional development in ways that otherwise would not be possible
 - e) Timeline of intended activities
3. Letters of recommendation.
 - a) Letter from Chair/Director or Cornell mentor
 4. Requested Budget
 - a) Spreadsheet showing budget items
 - b) Contribution (if any) from the department (\$):
 - c) Contribution (if any) from the College: (\$):
 - d) Contribution requested from the Professional Development Grant (\$):