

EXTERNAL MENTOR GRANT FUNDING GUIDELINES

(adapted from ADVANCE at WSU)

The aim of the CAS external mentor grant program is to foster career development of tenured and tenure-track CAS faculty by supporting the development of mentoring/collaborative relationships with off-campus leaders in the faculty member's area of research, scholarship or creative activity. External mentors should be successful senior role models who are willing to provide training and/or career mentorship, to assist with networking, and to facilitate collaborations.

CAS will consider proposals that ideally include, but do not necessarily require, all of the following activities:

- a mentor visit to WSU to meet with mentee and engage in an activity that would be helpful to the mentee (e.g., view labs, review data or creative work);
- a research seminar or demonstration of creative activity by the mentor to the individual's department (or broader if appropriate);
- regularly scheduled time designated for the mentor to spend with the mentee (either at WSU, on their own campus, or via electronic communication [e.g., monthly Skype meetings]);
- a mentee visit to the mentor's institution or other professional site to further engage in activity that would be helpful to the mentee (e.g., conference, workshop, performance/exhibition co-attendance, lab visit, training in instrumentation or laboratory technique, campus networking).

The proposed use of funds must demonstrate a significant intention of providing career advancement opportunities for the WSU faculty member. Upon completion of grant activities, grant recipients must provide a brief report on their experience; a follow-up report may also be requested. An honorarium of \$500 will be provided to the mentor upon successful completion of all activities and submission of the final report.

Eligibility: Any tenure-track Assistant Professor or tenured Associate Professor in a CAS unit.

Restrictions: The external mentor cannot have been the graduate advisor or the post-doctoral advisor of the applicant, and cannot be a current collaborator.

Funding: Up to 10 awards will be given annually. Typical awards range from \$2,500 to \$4,000, depending on location of mentor and length of visits. *The unit will be expected to share the cost of the award with the college.*

Deadline: Applications are due **October 15, 2015**.

Selection Criteria: Ranking of proposals will weigh heavily on:

- the potential for the proposed activities to further the professional development of the WSU faculty member;
- the probability of establishing a long-term collaborative relationship between WSU and the visiting scholar/mentor's academic (or other) institution.

Proposal Format: Proposals should be no longer than one page and should identify:

- the external mentor (why is this particular person optimal?)
- a description of the potential for the award to initiate a long-term collaboration;
- a seminar topic/performance/exhibition that will be shared by the mentor with the mentee's department &/or broader WSU community;

- a tentative timeline of interactions/activities;
- a budget that outlines how the grant funds would be spent

The request must be accompanied by a letter of support from the proposed mentor, as well as a brief letter of support from the unit chair/director, indicating how the department will support the proposed interactions, to ensure that the WSU faculty member optimizes this opportunity. *If more than one proposal is submitted/unit, the chair/director must rank the proposals.*

Please submit proposals electronically (single pdf with last name of faculty applicant) to:

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