

### Leap Research Grant Program Call for Applications for 2015-2016

---

**Application Deadline:** April 24, 2015

**Purpose:** The goal of the NSF ADVANCE program is to “increase the representation and advancement of women in academic science, technology, engineering and mathematics (STEM) careers, thereby contributing to the development of a more diverse science and engineering workforce.” Leap Grants are seed or bridging research grants intended to increase the potential for STEM women faculty at NDSU to acquire external funding, thereby increasing their research productivity and potential for promotion and/or tenure. These are intended for faculty with great ideas who need some extra support to become competitive. These are not intended for those who have already demonstrated success at obtaining external funding.

**Award Period:** One year, all funds must be expended by August 23, 2016.

**Budget cap:** \$30,000

**Source of funding:** NSF ADVANCE Grant *HRD-0811239*, and the Office of the Vice President for Research, Creative Activities, & Technology Transfer.

**Eligibility:** Assistant, Associate, and not-yet-tenured Professor ranks of NDSU women faculty in STEM disciplines may apply. Priority will be given to Assistant Professors who have recently received a third year review. Associate Professors will be given priority status if two years past their promotion from Assistant Professor to Associate Professor and have at least two years before they intend to apply for promotion to Professor. Priority will also be given to those who were hired at Associate Professor rank and have at least two years before they intend to apply for promotion to Professor. Associate Professors who previously received a Leap Grant at the Assistant Professor rank are eligible to apply, but will not fall into the priority category.

NDSU Advance FORWARD proposes to increase advancement of women faculty in core STEM disciplines, including the biological sciences, agricultural sciences, computer sciences, earth sciences, mathematical sciences, physical sciences, psychology, sociology and engineering. The NSF's list of STEM degree programs can be found at <http://www.nsf.gov/statistics/nsf08321/pdf/nsf08321.pdf>, and serves as a guide as to which disciplines fall under STEM by NSF standards. Classification as STEM can be ambiguous; therefore *the onus is on the applicant to clearly describe how her research area is categorized as STEM*. Proposals that are not clearly STEM in nature will not be considered.

**Allowable Budget Items:** Items such as books, travel, membership dues, food, etc. – any items needed to meet the mentoring goals of the group. Only actual expenses are covered; no overhead/indirects are allowed. As this is an internal NDSU program, budgets do not require Sponsored Programs Administration signatures.

**Application Format:** Application materials, saved as *one* PDF file, must include:

- Advance FORWARD Leap Research Grant Program application form. Be sure all information is filled in correctly.
- Project Description: Not to exceed three single-spaced pages including tables and figures. Write to the level of a wide audience of potential reviewers.
- Curriculum Vitae – Not to exceed 2 pages per investigator (shall include education background, professional experience, honors and awards, and publications). All grant proposals funded, pending and declined must be listed and may be included on additional pages. Clearly indicate which proposals have been submitted while at NDSU.

### Leap Research Grant Program Call for Applications for 2015-2016

---

- Budget with justification: Budget justification should not exceed one single-spaced page. Itemize, describe, and justify each budget item. Use the NDSU budget format <http://www.ndsu.edu/research/spa/forms/excel/NDSU%20Standard%20Budget%20Form.xls>.

As a *separate* PDF file include a copy of the most recent department level review and a copy of the most recent college level review, if available. This document will be used for internal evaluation only. If an applicant has not had a review, then one should be requested from the department chair /head to include in the application. Please refer to NDSU [Policy 352](#) (4.3 and 4.6), your college's PT&E document, and your department's PT&E document for information about annual reviews.

**Application Submission:** The two PDF files (application PDF & Review PDF) should be submitted by email to [ndsu.forward@ndsu.edu](mailto:ndsu.forward@ndsu.edu). The subject line must read "Leap Research Grant Application." Your department chair/head, dean, and all investigators must be carbon copied on the submission email message

**An application will not be considered if:**

- The applicant is not eligible
- The research area is not clearly in STEM
- The applicant has received prior Leap Research Grant support at the same rank
- The applicant submits more than one application per round
- Instructions are not followed correctly

**Obligations:**

- All funds must be expended within the award period.
- Awardees must submit manuscript(s) to peer reviewed journal(s).
- Awardees must submit a research proposal to a funding agency within 12 months of the end of Leap Research Grant award.
- Awardees must submit a brief synopsis on the use of Leap Fund at the end of the award year.
- Awardees must agree to share findings with the campus community.
- Awardees are expected to participate in program assessment.
- All scholarship resulting from this award must acknowledge support from the NDSU ADVANCE FORWARD program sponsored by the National Science Foundation, *HRD-0811239*.

**Review Process:** Proposals will be screened for compliance by representatives of the NDSU FORWARD office. Compliant proposals will be sent to at least two external reviewers. External reviewers will be selected for technical expertise related to the research area proposed. An NDSU internal review committee will evaluate the proposals, the external evaluators' feedback, and make the award decisions. Special care will be taken to prevent conflicts of interest. Identities of all reviewers will remain confidential. Compliant applicants will receive internal and external review summaries. The evaluation forms are posted on the FORWARD web site for your guidance as you prepare your proposal.

**External Reviewer Criteria**

- Scientific and intellectual merit.
- Clarity and feasibility of objectives.
- Qualifications of the PI to carry out the proposed project.
- Potential for enhancing external funding and for increasing journal publications.
- Soundness of the budget.
- Overall quality of the application.

### Leap Research Grant Program Call for Applications for 2015-2016

---

#### Internal Review Committee Criteria

- Priority status.
- Statement of purpose and potential for positive impact on achievement of career goals and successful promotion and/or tenure of the PI.
- Evaluation of the external reviewers' feedback.
- Soundness of the budget justification.
- Overall quality of the application.

**Contacts:** Direct inquiries to Canan Bilen-Green ([canan.bilen.green@ndsu.edu](mailto:canan.bilen.green@ndsu.edu), 1-7040) and Charlene Wolf-Hall ([charlene.hall@ndsu.edu](mailto:charlene.hall@ndsu.edu), 1-6387).

**About the NDSU Advance FORWARD Program.** Funded by a five-year, \$3.7 million National Science Foundation Institutional Transformation award, the NDSU Advance FORWARD Program seeks to study and address issues of recruitment, retention, and advancement of women faculty within the STEM disciplines. The specific goals of the program are to (1) improve the climate across the campus and narrow the gap between men's and women's perceptions of the campus climate; (2) employ targeted recruiting strategies to recruit women faculty; (3) retain more women faculty through their probationary period and the promotion/tenure process; (4) support women associate professors as they move to full professor and hire advanced rank women to build a critical mass; and (5) promote and hire women faculty into academic leadership positions.