

WSU Vancouver External Mentoring Program Call for Applications

Submission Deadline: October 1, 2016

Project Period: November 1, 2016 – June 30, 2017

The WSU Vancouver External Mentoring Program aims to foster career development of Vancouver faculty by the facilitation of mentoring relationships with off-campus research leaders. These mentors will provide training and mentorship, provide opportunities for collaborative research efforts, and be strong role models.

The WSU Vancouver External Mentor Program is open to all tenure-track and tenured faculty at WSU Vancouver. For tenured faculty, this program is intended to help faculty through the promotion process and develop skills and opportunities for future leadership positions.

The External Mentoring Program provides funding for the following activities. Proposals should include all of the activities.

- A mentor visit to WSU Vancouver to meet with the mentee
- A research seminar by the mentor either within the mentee's unit or for a broader group
- Regularly scheduled meeting times for the mentor and mentee
- A mentee visit to the mentor's lab/institution to engage in activities that will enhance the professional development of the mentee

The proposed use of funds must demonstrate a significant intention of providing career development and advancement opportunities for the faculty member. Funds provided will be between \$2500 - \$4000 depending on the location of the mentor.

At the completion of grant activities, grant recipients must provide a brief report on their experience with the External Mentor Program.

An honorarium of \$750.00 will be provided to the mentor upon successful completion of all activities and submission of the final report.

Application Process:

Deadline for submission is October 1, 2016.

Submit application to Christine Portfors, Associate Vice Chancellor for Research and Graduate Education, at Portfors@wsu.edu

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

- 1) Cover Sheet (use attached form)
- 2) Proposal (limited to 1 page)
 - a. Description of proposed external mentor (name, affiliation, credentials)
 - b. Rationale for choice of mentor
 - c. Expected role of proposed mentor and how this will enhance collaboration opportunities, professional development and productivity of the WSU Vancouver mentee
 - d. Proposed schedule of mentoring activities (timeline)
- 3) Budget (use attached form)
- 4) Letter of support from the proposed mentor (must include details of the mentor's qualifications for mentorship/collaboration with the faculty member.)

Exclusions: Mentors cannot be graduate or postdoctoral advisors.

Review Process:

The Associate Vice Chancellor for Research will manage the review process. The Associate Vice Chancellor and the WSU Vancouver Research Advisory Council (RAC) will appoint a committee to review the proposals. The committee will review the proposals and make a funding recommendation to the Associate Vice Chancellor.

Ranking of the applications will weigh heavily on:

- The potential for the mentorship to enhance the research productivity and success of the WSU Vancouver mentee
- The probability of the initiative establishing a long-term collaboration between the mentor and mentee

Applications will be informed of funding decisions no later than November 1, 2016.

Award Requirements:

1. Funded applicants **MUST** invite the external mentor to visit WSU Vancouver prior to June 30, 2017 and the mentors must meet with the Associate Vice Chancellor for Research, or her designee.
2. Funds must be expended by June 30, 2017.
3. The mentee must provide a summary of activities and a written reflection of the benefits of the program to the Associate Vice Chancellor for Research no later than September 1, 2017.

4. The mentee must agree to participate in assessment activities (e.g. surveys) if requested.

WSU VANCOUVER
EXTERNAL MENTORING PROGRAM 2016-17
COVER SHEET

Applicant name:	
Position/Title:	
Email:	Phone:
Amount requested:	
Proposed mentor:	

Applicant Signature

Date

Vancouver Director Signature

Date

Checklist of required documents:

- Coversheet/signature page
- Proposal
- Budget
- Statement of commitment from identified mentor

Submission instructions: Email this completed coversheet, the application form, budget request, and statement of commitment from your identified mentor to Christine Portfors, at portfors@wsu.edu **by October 1, 2016.**

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BUDGET

Applicant name:		
Proposal title:		
Project Budget Worksheet		
Category/Description	Justification	Amount
Honorarium for mentor	Only provide justification if requested amount is greater than \$750.	\$750
Travel* (e.g. Transportation, Lodging, Per diem)		
Other (please describe and justify)		
Total Amount Requested		

* Reimbursable up to the allowable government rate.