Questions regarding this RFP should be directed to oaa@iupui.edu or 317-274-4500.
2023 OAA Department Enhancement Grants Request for Proposals
Submission Deadline: **March 20, 2023**

I. **Purpose**

The Office of Academic Affairs (OAA) is pleased to announce the 2023 Department Enhancement Grant (DEG) competition. The goal of this grant is to facilitate department transformation of processes and practices to reduce inequities and improve department climate for faculty – particularly women and faculty from minoritized backgrounds. Specifically, this opportunity provides faculty members with the opportunity to examine key factors impeding their ability to create an inclusive and equitable culture. As a long-term goal, this grant is intended to enable faculty to continue improving their departments beyond the initial grant period.

The OAA Department Enhancement Grant is a continuation of the work that began with the National Science Foundation ADVANCE funded Project EPIC: Evidenced-Informed Promotion of Inclusive Climate (Grant No. 1936096).

II. **Eligibility**

- This grant opportunity is open to faculty in science, technology, engineering, and mathematics (STEM) departments as well as to those faculty within health-related disciplines.
- Proposals should be submitted by teams of at least three tenured or tenure-track faculty members from the same department.
  - The Principal Investigator (PI) must be the department chair or program director.
  - Co-PIs may include tenured or tenure-track faculty members from the same department.
  - Clinical or non-tenure-track faculty with expertise or engaged in diversity, equity, and inclusion work are encouraged to be part of the team.

III. **Funding**

- Department teams can apply for up to $10,000 for projects ranging from 12 to 24 months.
- Up to five grants will be awarded per year.
- Year 1 funding will be dispersed in May 2023 and Year 2 funding will be dispersed at the beginning of Year 2 (May 2024) for 24-month projects. The distribution of Year 2 funds is contingent on the completion of the Year 1 annual report.
- Ideas for funding may include, but are not limited to: symposia or series, recruitment and pipeline efforts, capacity building (mentoring and departmental community), and/or policy review and reform. Plans for funding must be clearly and theoretically anchored to the goal of improving local climates for recruiting, retaining, and advancing women in STEM departments and health-related disciplines, particularly women of color.
• We discourage the submission of proposals that use the bulk of funds for summer salaries and encourage you to review your budget with your budget manager in your school. Fringe benefits, associated with salary report, must be included based on IU rates at the time of submission: https://research.iu.edu/funding-proposals/proposals/budgets/rates.html.

IV. Submission Deadline

• Submit all application materials by 11:59 p.m. EST on Monday, March 20, 2023.
• Late submissions will not be considered.

V. Application Process

• Direct your grant-related questions to oaa@iupui.edu or 317-274-4500.
• Submit the proposal and a letter of support from your department team’s dean at https://academicaffairs.iupui.edu/Diversity/DEGS/confirm-application-readiness by the deadline.

VI. Support for Awardees

• If desired, department teams can request a consultation with the OAA DEG Project team.
• The OAA DEG Project team is available to:
  o Give advice and feedback on implementation of ideas
  o Provide examples from previous Project EPIC ADVANCE grants
  o Point department teams in the direction of relevant resources
  o Monitor progress in light of project timeline

VII. Awardees’ Obligations

• Submit a brief annual and final report by 11:59 p.m. EST on April 30 each year respectively. For instance, if a 24-month DEG is awarded in May 2023, an annual report is due in April 2024 and a final report is due in April 2025.
• Agree to bi-monthly meetings with the dean of your school and a project management member from the Office of Academic Affairs.

VIII. Review Criteria

Funding decisions will result from review of proposals by OAA project management members. Reviews for selected proposals will be based on:

• The potential scope of the project and likely impact on faculty in the department.
• The utilization of data from department dashboards and other sources in the formation of any project ideas.
• The utilization of evidence-based practices in the creation of an intervention.
• The overall feasibility of the project.
• The appropriateness of the budget, including faculty time commitment.
• The sustainability and long-term impact of the project.
• The degree to which planned interventions or programs are theoretically anchored to the goal of improving local climates for recruiting, retaining, and advancing women in STEM departments and health-related disciplines, particularly women of color.

IX. Review Process

• A panel consisting of OAA project management members and others who have knowledge in this area will review proposals.
• During the review or award process, questions may arise regarding budget or other aspects of the proposal. OAA project management members reserve the right to negotiate changes in budget requests or other project features.
• Applicants will be notified of award decisions no later than April 30, 2023.

X. Proposal Features

The proposal will be submitted using a webform and must include all the information listed below. For supporting documentation, use 10- to 12-point font with 1” margins, single-spaced. All supporting documents must be submitted as individual PDF files where requested in the webform.

Compile the information, then submit using the link below.

https://academicaffairs.iupui.edu/Diversity/DEGS/confirm-application-readiness

• Project Title
• List of investigators, including full name, email, rank/title, school, department, and campus
• Abstract (250 words): Describe the project in lay terms; articulate the project objective(s)
• Project Scope (500 word limit)
  o Specify your overarching objectives; identify and describe sub-goals or specific aims and how these align with the overarching objectives; identify how the proposed intervention will meet those goals

Supporting Documentation (to be submitted as individual PDFs)
• Rationale and Literature Review (2-page maximum)
  o Describe how institutional data was utilized in the creation of an intervention (e.g., climate surveys; department dashboards; etc.)
  o Identify any evidence-based practices used
• References
• Timeline
  o Use a timeline to depict the schedule for your project.
  o The timeline should include start and finish dates for your project as well as the
dates or timeframe during which various project activities will occur.

- The 2023 DEG project period for a 12-month project is May 2023 to April 2024, and for a 24-month project is May 2023 to April 2025, so the project timeline should be within that timeframe.

- **Budget**
  - Specify how each budgeted item will contribute to the project plan. For instance, if faculty salary is a line item, please indicate who will be paid at what level of effort or time and what salary consistent with HR rules.

- **PI and Co-PI Background (1-page maximum for each investigator)**
  - List any other projects done at IUPUI or another university that are relevant to the current work proposed.

- **Letter of Support (1-page maximum)**
  - A statement of support from the dean of the department team’s school must be uploaded with your application.