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To: Dean Woo, Dean Aylor, All Chairs in STEM and SBE Disciplines  
From: Gertrude Fraser, Pam Norris, and the ADVANCE Team  
Subject: U.Va. ADVANCE Faculty Candidate Active Recruitment and Outreach Fund  
--- Available Now---

We are pleased to announce that we are accepting requests for support for outreach and travel to assist with identifying and recruiting highly qualified women tenure track faculty candidates, especially underrepresented women candidates, in science, technology, engineering and math (STEM) and social, behavioral and economic (SBE) departments. These funds, up to \$1,500 per search, are meant to supplement and leverage other resources, such as existing candidate travel funds. Funds could be used, for example, to make it possible to bring an additional candidate to the Grounds when a travel budget may be limited, or to bring a candidate back for a second visit to convince them to accept an offer. The funds could also be used for targeted recruiting trips to outreach to underrepresented candidates.

This funding is provided by the U.Va. ADVANCE program funded by the National Science Foundation ADVANCE award (NSF ADVANCE IT Award #1209197). The goal of the NSF ADVANCE Program is to increase the participation of women, including African Americans, Latina, and Asian American women, in the academic science, technology, engineering and math (STEM) and social, behavioral and economic (SBE) science careers. We seek to create an empowered collaborative, participatory form of community that draws on the collective capacity of women faculty, their male colleagues and administrative leadership allies to identify and ameliorate the structural and cultural barriers to women's full participation in academic STEM careers. Please refer to our website for additional details of our program, including all the initiatives, <http://www.advance.virginia.edu/overview.html>.

To request funding, complete a request form and submit to Pam Norris at [pamela@virginia.edu](mailto:pamela@virginia.edu), or PO Box 400242, Thornton Hall A110. Feel free to contact Pam if you have any questions. The grant program description and request form are attached. We look forward to teaming with you to advance our goals, while strengthening the University of Virginia.



## Program Description

### U.Va. ADVANCE Faculty Candidate Active Recruitment and Outreach Fund

#### Purpose

- To provide support for outreach and travel to assist with identifying and recruiting highly qualified women tenure track faculty candidates, especially underrepresented women candidates, in science, technology, engineering and math (STEM) and social, behavioral and economic (SBE) departments.
- Funds could be used, for example, to make it possible to bring an additional candidate to the Grounds when a travel budget may be limited, or to bring a candidate back for a second visit to convince them to accept an offer.
- Funds could also be used for targeted recruiting trips to outreach to underrepresented candidates.

#### Grant amount

Up to \$1,500 per search. Funds are meant to supplement and leverage other resources, such as existing candidate travel funds.

#### Request Process

Complete a request form and send it along with the candidate's CV and job posting to: [pamela@virginia.edu](mailto:pamela@virginia.edu).

#### How is this program funded?

This recruitment and outreach funding is part of the U.Va. ADVANCE program funded by the National Science Foundation ADVANCE award (HRD-1209197).

#### What is the goal of the U Va. ADVANCE program?

The goal of the NSF ADVANCE Program is to increase the participation of women, including African Americans, Latina, and Asian American women, in the academic science, technology, engineering and math (STEM) and social, behavioral and economic (SBE) science careers. We seek to create an empowered collaborative, participatory form of community that draws on the collective capacity of women faculty, their male colleagues and administrative leadership allies to identify and ameliorate the structural and cultural barriers to women's full participation in academic STEM careers. Please refer to our website for additional details of our program <http://www.advance.virginia.edu/overview.html>.



### How will the funds be awarded?

Awards will be reviewed by a committee and an e-mail notification will be sent to the Requesting Chair and Dean advising of the award decision.

### How will the approved award be distributed?

The approved amount will be a reimbursement for actual travel incurred. Within ten days of the actual travel, the department should submit a copy of the travel reimbursement form and an appropriate charge code will be provided to the department to use for form submission. Submit this info to Pamela Norris, [pamela@virginia.edu](mailto:pamela@virginia.edu), P.O. Box 400242, Thornton Hall A110.



**Faculty Candidate Active Recruitment and Outreach Fund Request Form**

**Requester Information**

Department \_\_\_\_\_

School/College \_\_\_\_\_

Chair Name: \_\_\_\_\_

Date of Request \_\_\_\_\_

**Grant Request**

Amount Requested: \_\_\_\_\_

Reason for Request: Why the funds are requested? How will these funds help your department to either identify or recruit a highly qualified woman candidate? What other primary funds will be used?

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**To be completed if the funds will be used for a specific candidate.**

Name: \_\_\_\_\_ (Please print) Please attach a copy of the candidate's CV when you submit the request.

Date the candidate will travel to the grounds for Interview or second visit? \_\_\_\_\_

Faculty position description, rank/title, posting number (or attach a copy of the job posting)

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of the Requesting Chair

\_\_\_\_\_  
Signature of the Dean

*Please send the request form, along with candidate's CV and job posting if appropriate to:*

*Pam Norris at [pamela@virginia.edu](mailto:pamela@virginia.edu) or to PO Box 400242, Thornton Hall A110.*