HSI Faculty Seed Grants
Tips & Strategies for Applying

Judy Marquez Kiyama
Associate Vice Provost
Faculty Development
jkiyama@email.arizona.edu

Marla Franco
Assistant Vice Provost
HSI Initiatives
marlafranco@email.arizona.edu

Kim Patten
Assistant Vice President
Research Development
kjpatton@email.arizona.edu
Overview & Timeline

- HSI Designation
- Why internal HSI Seed Funding?
- Program Goal: to support scholarly research and creative work among faculty which enriches the UArizona’s designation as an Hispanic Serving Institution (HSI), advances scholarship that directly impacts BIPOC (Black, Indigenous, and People of Color) populations, and fulfills UArizona’s Purpose and Values.

- Deadline: **April 23, 2021; 5pm (system will shut down)**
  - Submit via UA Competition Space  [https://arizona.infoready4.com/](https://arizona.infoready4.com/)
- June 4, 2021: Decisions Communicated
- August 1, 2021: Funds available for expenditure
Program Eligibility

- Applications from single investigators for up to $15,000.
- Multidisciplinary applications from two or more eligible investigators representing different departments and disciplines may request up to $25,000.
- A total of $100,000 is committed to funding for AY 2021-2022.

- Open to all faculty including tenure eligible / tenured, continuing-eligible / continuing status, and/or career track faculty across all disciplines and ranks.
- Early career scholars will be prioritized.
- Proposals are reviewed on their commitment to advance scholarly research and creative work impacting BIPOC populations, and merit.
Required Proposal Components

**Cover Sheet**
Includes PI / Co-PI info, Proposal Summary, and Key Words

**Proposal Narrative (limited to six double-spaced pages)**
Includes description of aims or objectives, significance, expected outcomes, and description of how such outcomes will enriches the UA’s designation as an HSI, and advances scholarly research that directly impacts Latinx/a/o and BIPOC (Black, Indigenous, and People of Color) students and communities, methods, rationale for PI and/or team

**Supplemental Documents**
Includes references, CVs, budget using budget template, current and/or pending support, budget approval form, letters of collaboration, dean or department head letter if institutional support committed, partner organization support (if relevant), existing IRB approval form (if exists)
External Influences on Serving
- Federal legislation
- State legislation
- Local legislation
- Institutional governing boards
- State governing boards
- Advocacy groups
- Community leaders
- Alumni

Structures for Serving
- Mission and values statements
- Diversity plans
- HSI grants
- Institutional advancement activities
- Engagement with the Latinx community
- Compositional diversity: faculty, staff, administration, graduate students
- Culturally relevant curriculum & pedagogy
- Programs & services for minoritized students
- Leadership & decision making practices
- Incentive structures
- External boundary management

Validating Experiences Within the Structures
- Interactions with same-race/ethnicity peers
- Cultural validation on campus
- Spanish-speaking peers, faculty, & staff
- Mentoring & support groups

Racialized Experiences Within the Structures
- Discrimination
- Harassment
- Microaggressions

Academic Outcomes
- GPA
- Course completion
- 6-year graduation
- College completion
- Transfer
- STEM degree completion
- Post-bac enrollment
- Labor market outcomes

Nonacademic Outcomes
- Academic self-concept
- Social agency
- Racial identity
- Leadership identity
- Critical consciousness
- Social justice orientation
- Civic engagement
- Graduate school aspirations

FIGURE 4. Multidimensional conceptual framework of servingness in HSIs.
Allowable Budget Items

- Short-term hourly student wages and associated ERE
- Research technical staff, including graduate students, and associated ERE and tuition and fees (when applicable)
- Extremely well-justified release for faculty with a greater than 2:2 teaching load OR faculty pursuing large/complex research efforts
- Honoraria or participant stipends
- Meeting costs, e.g., room rentals, meals/breaks, etc.
- Supplies, including research supplies and/or items such as musical scores and art supplies
- UA RII Core Facility use (include an iLabs quote for use of the Core, if applicable)
- Domestic travel (international travel funding is only available in very well justified cases or as part of the International Research Grant Program or projects related to Borderlands research)
- Specialized equipment (capital and other) pertaining specifically to the project
- Proposal support limited to graphic design, speaking coaches (for site visits), and technical editing and reference formatting
Submission System Overview

Hispanic Serving Institution (HSI) Faculty Seed Grants

Dates
Internal Submission Deadline: Friday, April 23, 2021 at 5:00 pm

Details
Administrator(s): Office of the Provost (Owner)
Category: Provost Internal Funding
Award Cycle: FY2021

Description
March 23, 2021 Update:
Join Dr. Maria Franco, Assistant Vice Provost for Hispanic Serving Institution (HSI) Initiatives, Dr. Judy Marquez Kiyama, Associate Vice Provost, Faculty Development within the Office of Faculty Affairs, and Kim Patton, Assistant Vice President for Research Development within the Office for Research, Innovation and Impact for an overview of this funding program.

APRIL 6, 2021 | 11:00a - 12:00p
Registration and Full Event Details

Program Description
Research, Innovation and Impact (RI) and the Office of the Provost are excited to announce the Hispanic Serving Institution (HSI) Faculty Seed Grant Program. The goal of the fund is to support scholarly research and creative work among faculty which enriches the University’s designation as an Hispanic Serving Institution (HSI), advances scholarship that directly impacts BPOC (Black, Indigenous, and People of Color) populations, and fulfills UA’s mission and purpose.

Applications from single investigators for up to $15,000 are welcomed. Multidisciplinary applications from two or more eligible investigators representing different departments and disciplines may request up to $25,000. A total of $100,000 is committed to funding for AY 2021-2022.
NetID SSO Enabled
Form Fields & Uploads

**Personal Details**

- *Applicant First Name:
- *Applicant Last Name:
- *Applicant Degree(s):
- *Email Address:
- *Phone Number:
- *Primary UA Department:
- *College:
- *Primary Appointment Title:
- *Contact Person’s Name:
- *Contact Person’s Email Address:
- *Contact Person’s Phone Number:

**Upload Files**

- **Proposal Narrative AND References**:
  
  *indicates required
  
  Please upload a single PDF of your proposal narrative AND References cited here. Refer to the guidelines below:

  1. Cover Sheet:
     - Principal Investigator: Name, Department, College, Rank, Contact Information
     - Co-Investigators (up to four Co-Is may be listed): Name, Department, College, Rank, Contact Information
  2. Proposal Summary: Include a 200-word summary of your proposal. A self-contained description of the proposed work and outcomes that would result if funded. Include the significance and potential impacts of the proposed work. This should be understandable to a scientifically or technically literate lay reader.
  3. Keywords/Key phrases: Include up to five keywords or key phrases.
  4. Proposal Narrative: The proposal narrative is limited to six pages (not including cover sheet and supplemental documents). The narrative should include the following sections:
     - Brief description of the specific aims or objectives
     - Significance, expected outcomes, and description of how such outcomes will enrich the UA’s designation as an HSI, and advances scholarship that directly impacts Latino/a/o and BIPOC (Black, Indigenous, and People of Color) students and communities.
     - Methods and description of how the work will be carried out.
     - Brief description as to why the PI and/or team is uniquely positioned to be competitive and how the grant will increase competitiveness.

  References cited is limited to one-page and should be in the discipline-specific reference standard. If the reference style you would use when submitting a journal article in your field.

- **File Input**:
  - No file chosen

- **PI’s CV – 2 pages max**:
  
  Please upload as a PDF.
  - CV’s should be no longer than two-pages
  
  - **File Input**:
    - No file chosen

- **Budget**:
  
  Upload your Excel Budget Form (template provided) here.

  - **File Input**:
    - No file chosen

- **Budget Justification AND Approval Form**:
  
  Upload a PDF of your budget justification (no more than one page, providing details from the budget AND your budget approval form (template provided), signed by the appropriate research administrator, business manager, or designated individual who can approve and submit budgets on behalf of your unit.

  - **File Input**:
    - No file chosen
Adding a Proxy

Adding Proxies to My Account
1. Go to your profile by clicking your name in the upper right corner of the page.
2. On your profile page, scroll down to the section titled Designate an Applicant Proxy and click the Add Proxy button.
3. Enter the email address or name of the person who will be your proxy.
   Note: The person will appear in a dropdown menu if they already have an account in the system. The system will automatically create an account for the proxy if they did not previously have an account in the system with the email address you entered. They do not have to register for or create an account.
4. Click Add.
5. The person will appear in your list of proxies. (Delete them at any time by clicking the trash can icon).
6. The system will send the proxy an email informing them that they are now a proxy for you.
7. Click Save Changes.

Have more questions about this topic? Go to the Community Forum to pose the question to other users or submit a support ticket to InfoReady.
FAQs

Are Post-Docs eligible to submit as a PI? Are Research Scientists eligible to submit as PI?
Post-Docs are not eligible to serve as PIs on the grant, but they can serve as Co-PIs. Research Scientists are eligible to serve as both PIs and Co-PIs.

I’m partnering with an outside organization, can they be listed as Co-PIs?
Co-PIs need to hold faculty and/or post-doc status to be eligible. Community and/or organizational collaborations are welcome and require a letter of support indicating the organizational commitment.

Can students be involved in the research?
Student support can be built into the budget. Please account for hourly compensation and ERE. The amount of this specific seed funding likely will not cover the cost of a graduate research assistant (salary, tuition, ERE).

How is a multidisciplinary team defined? Can different departments within the same college form a team?
We recognize that some colleges have many departments with diverse content areas. If you are building a team from within the same college, make clear in the rationale how the disciplines and content knowledge is diverse and relevant for assembling the team.
FAQs

What constitutes “early career faculty?”
Early career faculty are usually within 5 - 6 years of their faculty appointment and haven’t yet gone through a promotion process.

Is there flexibility in the funding duration to spend outside of 2021-2022 window?
We only have guaranteed funds during AY 2021-2022 and funds must fit within August 1, 2021 – July 31, 2022.

Are higher amounts available for more ambitious projects that may be used to go along with proposal materials for larger national grants?
$25,000 is the maximum that will be awarded for each proposal accepted and requires a multidisciplinary team. We encourage PIs and teams to utilize these seed grants as opportunities to build capacity for applying for larger, external funding opportunities.
QUESTIONS & DISCUSSION

THE UNIVERSITY OF ARIZONA