DATE: August 29, 2016

TO: University of Wyoming Faculty, Research Staff, Postdocs, and Graduate Students and Wyoming Community College Faculty in Science, Technology, Engineering, and Math (STEM) disciplines

FROM: Wyoming NSF EPSCoR

SUBJECT: Request for Proposals for Fall and Winter Conference Travel Grants from the EPSCoR Wyoming Women in Science and Engineering (WWISE) Program.

I. GENERAL: To increase the visibility of women in STEM fields, Wyoming EPSCoR will provide travel funding assistance to selected female faculty, research staff, postdocs, and graduate students who plan to present their research at national meetings that take place between September 30, 2016 and February 28, 2017.

II. DEADLINE: 5pm, September 16, 2016

III. ELIGIBILITY: University of Wyoming female faculty members, research staff, postdocs, and graduate students and Wyoming Community College female faculty in STEM disciplines are eligible to apply.* Minorities underrepresented in STEM fields and women with disabilities are especially encouraged to apply. All areas of non-medical STEM, fundable by NSF, are eligible for support. Researchers associated with the EPSCoR-funded Wyoming Center for Environmental Hydrology and Geophysics (WyCEHG) are particularly encouraged to apply. WyCEHG supports research related to hydrology, geology/geophysics, ecology, ecosystem science, natural resources, computational sciences, and modeling.

*Preference will be given to those who have not previously received WWISE travel funding, but individuals who have received WWISE support are still encouraged to apply.

IV. APPLICATION PROCEDURE: The application procedure has changed for all 2016 funding through WWISE. Applicants can request travel reimbursement awards in the amounts of $500, $750, $1,000, or $1,500. Interested individuals must apply via the online form.

<table>
<thead>
<tr>
<th>Award request amount:</th>
<th>$500</th>
<th>$750</th>
<th>$1,000</th>
<th>$1,500</th>
<th>Final Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of awards to be provided:</td>
<td>7</td>
<td>4</td>
<td>3</td>
<td>1</td>
<td>15</td>
</tr>
<tr>
<td>Totals:</td>
<td>$3,500</td>
<td>$3,000</td>
<td>$3,000</td>
<td>$1,500</td>
<td>$11,000</td>
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With the new structure, applicants will be evaluated by level of funding request and the below criteria. Numbers are based on estimates and may change depending on need, merit, and available funds.

For graduate students: a letter of recommendation is required from the faculty supervisor sent under separate cover directly to Emily Vercoe at evercoe@uwyo.edu. The faculty supervisor should include a list of current and pending grants and contracts. Subject in email should read, “WWISE Recommendation [Student’s Last Name].”

V. CRITERIA
Evaluation criteria will include:
1. Career standing: preference given to graduate students and early career applicants.
2. Previous funding: preference given to individuals not previously funded.
3. Academic discipline: funding can only go to areas of non-medical STEM that are fundable by NSF; preference given to applicants affiliated directly or indirectly with the Wyoming Center for Environmental Hydrology and Geophysics (WyCEHG).
4. **Amount requested:** Wyoming EPSCoR gives out more small awards under $1,000 as to maximize our impact on campus. Please see matrix above with the number of awards available under each category.

5. **Presentation impact:** preference given to applicants who plan to do oral presentations or a combination of an oral presentation and poster. Applicants, especially students, submitting posters are encouraged to apply.

6. **Personal statement:** preference given to individuals who demonstrate how the conference attendance will benefit their career, the university community, their department, and their given field/area of study.

**VI. REQUIREMENTS**

In order to receive funding, WWISE travel grant awardees will be asked to agree to the following stipulations:

1) The awardee will confirm with the EPSCoR office that the abstract has been accepted at the conference prior to travel.
2) The awardee will acknowledge support by the Wyoming Women in Science and Engineering program funded by NSF Grant # EPS 1208909 on the poster or presentation slides.
3) The awardee must be a UW or Wyoming Community College employee or student at the time of travel.
4) Funding is provided after the travel has occurred and only actual expenses up to the granted amount will be reimbursed (Note: the EPSCoR office will consider exceptions to this timing if discussed in advance).

**VII. UPCOMING REQUESTS FOR PROPOSALS**

This solicitation will be repeated in the spring (February through June, for travel up through June 30, 2017) as we conclude the EPSCoR Track-1 award. Spring funding solicitation will be available in mid-January.

All travel MUST be completed by June 30, 2017, or we will not be able to reimburse your expenses.

*If you have questions, please email Emily Vercoe at evercoe@uwyo.edu.*