

**MATHER CENTER STAFF AWARD**  
**APPLICATION REQUIREMENTS AND TIPS**

Please fully review the [Mather Center grant website](#) in addition to these instructions.

**Eligibility:**

Anyone affiliated with CWRU as staff or postdoc is eligible to apply. **Your application should specifically address how your proposal meets at least one of the following goals, as well as [the mission and values of the Center](#) more generally.**

1. Supporting the research and/or professional development of women/gender minorities who are under-represented in their fields, **OR**
2. Supporting research on feminism and gender equity, defined as any research which has a goal of improving social inequality based on gender.

It is incumbent upon the applicant to demonstrate how their project or they themselves meet one or both of these criteria.

**Application Materials:**

1. Description of professional development opportunity, project or research, including how it aligns with the Center's mission to empower women and advance gender equity. (No more than 2 pages single-spaced.)
2. Appropriately detailed budget – fully itemized, clearly marked what you are asking the Center to fund if part of a larger budget/project.

You will also agree to the grant policies, including acknowledging the funding in publications or presentations and providing evidence of impact to the Center upon request. Finally, you will be asked a few demographic questions, which are optional and will not be shared with grant evaluators.

**Grant applications will be evaluated on the following criteria:**

- **Proposal Quality**: The applicant thoroughly and clearly describes the opportunity. They mention specifically what they will be doing/learning. There is a clearly defined connection to feminism/gender equity and the Center goals. *This may include supporting a woman/gender minority who is under-represented in their field, even if the research/opportunity itself is not connected to feminism/gender equity.*
- **Impact on Development**: Applicant articulates a clear (e.g., measurable/definable) impact from participating in the opportunity. They articulate how the opportunity is appropriate to their career stage and professional needs.

- **Relationship to Center Goals and Eligibility Criteria:** Applicant specifically identifies the connection between the opportunity and/or their professional goals and the mission of the center. They demonstrate how they meet one or both eligibility criteria.

Some additional advice:

- If you are applying for a professional development grant, be specific in the benefits you will receive. Consider the following questions as you describe the benefits of the specific opportunity: Are you presenting? Is there a mentoring program? What is your plan to network/connect with others in your field? The more specific details you provide, the clearer the impact of your participation will be to reviewers. Note that reviewers may not be familiar with the specific standards of your area, so descriptions of the benefits or expectations (for example, if you are a mentee, do you go on to be a mentor later on? Will future collaborative opportunities come of your participation?) are extremely useful.
- Regardless of the type of grant you are applying for, avoid jargon or overly technical explanations. While we try to have reviewers who are familiar in general topics, your application is unlikely to be reviewed by someone who is an expert in your specific area of study or academic discipline. Therefore, your application should be comprehensible to someone with no familiarity with your topic. In short, your grant application should be distinct from (and not necessarily include) a complete abstract of the project. The connection to the center's goals and how you will benefit should be the bulk of your application statement.
- If applying for a research grant, your study will need to have IRB approval prior to grant funds being released; it is strongly suggested that you have approval prior to applying to ensure we can disperse the funds in a timely manner. Staff members will require approval from their supervisor to serve as the primary investigator on a study, per university policy. [The CWRU IRB has information on their website.](#)