NIH-Diversity Supplement Infrastructure

RESEARCH ACTION GROUP FOR EQUITY (RAGE)

Charge
Increase the diversity of
UCSF scientific workforce and
research participants

↓

Joining URM Students and Trainees with Investigators
in Collaborations and Education (JUSTICE)
- Diversity Supplements

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What is a NIH Diversity Supplement?

- Diversity Supplements (DS) provide additional funding for trainees and faculty to work on an <u>existing NIH-funded project</u> (parent award)

- DS can support <u>all levels of trainees</u>, from high school to the junior faculty level (varies by IC) – funding provides salary, benefits, and associated indirect costs

- DS are far <u>less competitive</u> than peer-reviewed grant funding mechanisms

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NIH Diversity Supplements at UCSF

- RAGE's goal - increase number of DS submitted/awarded

- Developing resources to build capacity

  1. UCSF website with DS resources

  2. Facilitate mentor/mentee matchmaking

     - Matchmaking Event and Database

  3. Streamline HR onboarding

  4. Events to build awareness

     - Get to Know NIH Diversity Supplements

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Events to build awareness of DS

- On March 12th, 2019 UCSF's Research Development Office, Cancer Center and Differences Matter (RAGE group) hosted a "Get to Know NIH-Diversity Supplements" event.

  - Dr. Desirée Salazar, Program Director at NIGMS.

http://bit.ly/DSrecording

Differences Matter at UCSF
A School of Medicine initiative designed to create the most
diverse, equitable, and inclusive academic medical system in the country

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Matchmaking Event/Database

Description:

- Yearly event (January)
- Series of short interviews (10 minutes) between HU-trainees and faculty with similar research interests.
  - Each faculty and trainee had 6-8 interviews
  - A total of 160 individuals attended the event: 82 Faculty and 72 Trainees

- Database for virtual matchmaking
  - https://bit.ly/UCSF_MatchmakingDatabase

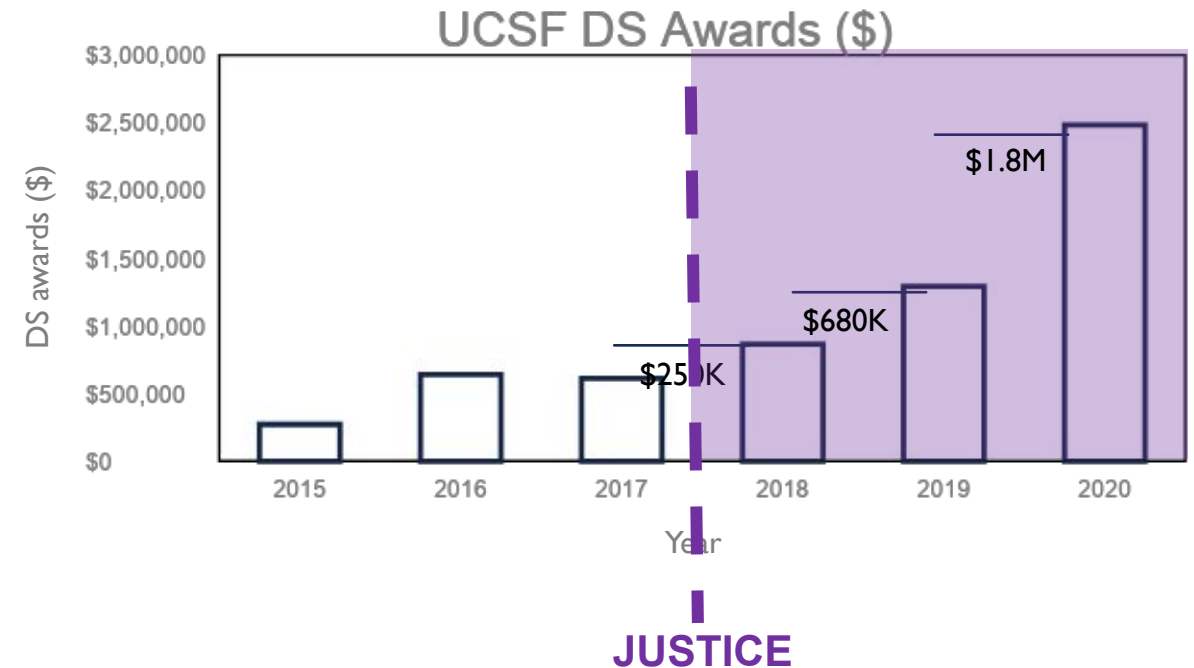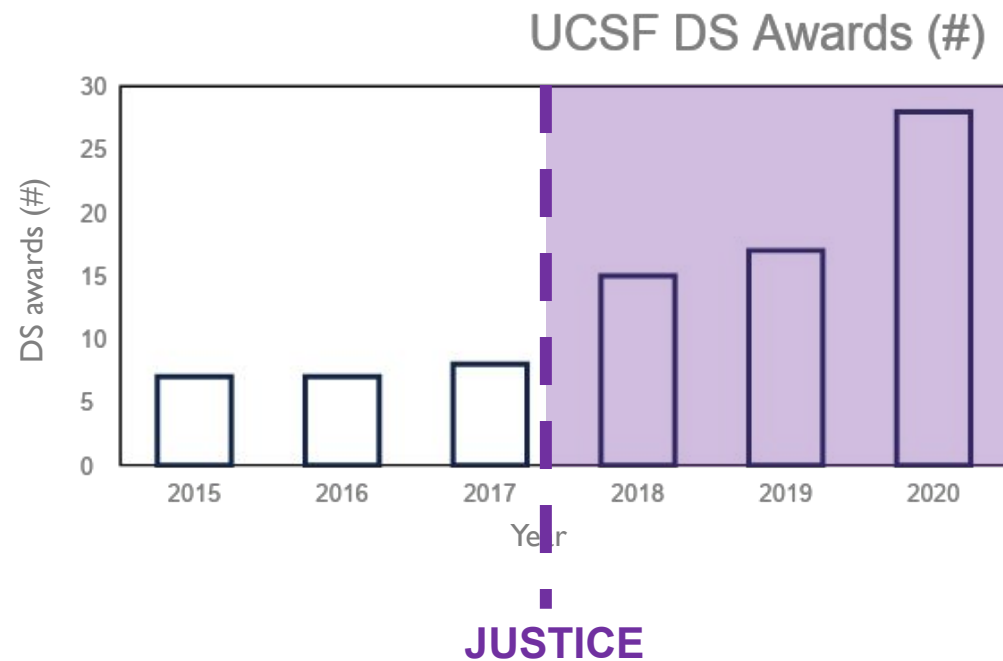- Trainees who make a match will have the opportunity to join the **UCSF PROPEL Program,** a new post-baccalaureate program.

NIH Diversity Supplement Matchmaking Event 2020

NIH Diversity Supplement Matchmaking Event 2021

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Results to Date

- UCSF now receives more DS than in previous years (#, total $)

Institutional Funding from Executive Vice Chancellor & Provost, Dr. Dan Lowenstein, currently housed in the Office of Diversity and Outreach (Vice Chancellor Dr. Renee Navarro).

Resources to Support Diversity Supplement Preparation

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https://guides.ucsf.edu/rdo/diversitysupplements

UCSF Diversity Supplement Resources

- https://guides.ucsf.edu/rdo/diversitysupplements

- Materials include:

  - Information on mechanism and eligibility criteria, FAQs

  - Institute-specific instructions and tips to prepare an application

  - Library of successful diversity supplement proposals

  - List of UCSF's current eligible parent awards

  - Materials from prior events

- Funding for DS applicants
  - **Spark Funding (10-20K)** will be given to: 1) pairs who are waiting to hear if a DS has been awarded and 2) pairs that are in the data/supplement generation stage of the DS.
  - **Bridge Funding (30K)** is for those pairs who submitted a DS but it was not awarded.
  - **RFA will be released on May 10th**

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Strategies to Apply for a DS

- Inform RMS of intent to submit proposal 45 day prior to deadline.
- Obtain letter of eligibility from ODO, allow 14 day for processing.
- The university is only able to submit DS proposals for candidates who are already employed by UCSF or have a signed offer letter in hand.

    - Work with your HR liaison and MSO to obtain a signed offer letter.

    - Share the offer letter with the RSC (research services coordinator in OSR).

    - The HR liaison will work with IT to create a UCSF email account for the candidate – this also needs to go to the RSC for the application.

    - Whether the department determines the offer letter to be conditional is up to the department, with the exception of postdoctoral fellows who are protected by union agreement (**UCSF is not permitted to offer conditional employment to postdocs**)

Strategies to Apply for a DS

- Typically you can make offer first and start the hiring process while preparing the application at the same time.

  - The application needs to submitted before the trainee is paid from the parent grant, if not application may receive lower priority or rejected.

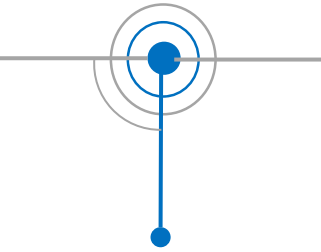UCSF

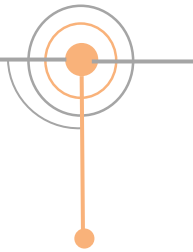# DIVERSITY SUPPLEMENT PROCESS MAP

May-Sept

IDENTIFY UCSF FACULTY WITH DS-ELIGIBLE GRANTS VIA PAMDash

IDENTIFY TRAINEES (e.g. SF State) ADVERTISE LOCALLY AND NATIONALLY

Oct-Dec

INVITE UCSF FACULTY WITH DS-ELIGIBLE GRANTS TO MATCHMAKING EVENT

INVITE STUDENTS TO MATCHMAKING EVENT. STUDENTS COMPLETE DATABASE?

NO

January
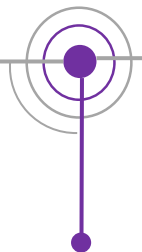
MATCHMAKING EVENT AT UCSF

YES

February

MATCH FACULTY AND CANDIDATE. MATCH MADE?

YES

NOTIFY HR

NO

April
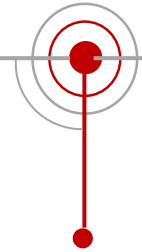
SUBMIT DS APPLICATION

1. OBTAIN LETTER OF ELIGIBILITY FROM ODO, ALLOW 14 DAYS FOR PROCESSING
2. INFORM RMS OF INTENT TO SUBMIT PROPOSAL 60 DAYS PRIOR TO DEADLINE

July

AWARD NOTIFICATION. DS FUNDED?

YES

NO

FACULTY AND CANDIDATE CAN APPLY FOR GAP FUNDING FROM ODO.

August

START DS PROJECT

November

RE-APPLY TO DS

THERE IS NO DS FUNDING IN CURRENT FISCAL YEAR OR DID NOT MEET DS DEADLINE (SOME NIH INSTITUTES HAVE TWO DEADLINES A YEAR)

DS SUBMISSION DEADLINES ACROSS NIH ICs (ALWAYS CONFIRM IC's DEADLINE WITH PROGRAM OFFICER):
NCI☐ OCT 1-DEC 1 and FEB 1- MARCH 30; NIAAA☐ FEB 1 and MAY 1; NINR☐ JAN 15, APR 15 and AUG 15;
NIAID, NIDDK and NINDS☐ ACCEPT APPLICATIONS YEAR ROUND BUT FUNDING DECISIONS ARE MADE THREE TIMES PER YEAR (FOUR TIMES A YEAR FOR NIAID)
NHLBI, NIA, NIAMS, NIDCD, NIDCR, NIGMS, NIMH☐ ROLLING DEADLINES (SOME RESTRICTIONS APPLY DURING SUMMER MONTHS)

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