

# UC-HBCU Applicant Information Tutorial

This tutorial will present key information for those considering applying for a UC-HBCU Initiative faculty grant.

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Launched in 2011, the **UC-HBCU Initiative** is a faculty grants program that seeks to increase the number of HBCU graduates in UC PhD programs by investing in relationships between UC faculty and Historically Black Colleges and Universities (HBCUs).

- At UC, the five-year average (2019-2023) for enrollment of African Americans in academic doctoral programs is 4.2% (up from 2.5% in 2011). The goal of the Initiative is to increase the number of African American/Black students completing UC PhD programs and to strengthen UC graduate programs in the process.

To learn more and for application materials please visit:

**<http://www.ucop.edu/uc-hbcu-initiative/index.html>**

# The Initiative

## Three types of awards –

1. Summer Research Internship Grant (1-year)
2. Summer Research and Graduate Admissions Pathways Grant (3-year)
  - Grants are competitively awarded to UC faculty members to host HBCU student summer research interns and facilitate faculty research collaborations and other educational activities that serve the goals of the initiative.
  - UC-HBCU Initiative summer research interns that are admitted to any UC PhD program are eligible to receive a competitive funding package. All former UC-HBCU interns admitted to UC PhD programs have received competitive funding packages (ranging from 4-6 years of support, depending on campus/department norms).
3. Small Research Grants – Grant awards up to \$50,000 to be used for research projects designed to improve inclusion and the experience of UC-HBCU students generally, and Black students in particular, enrolled in UC PhD programs.

Eligibility:

**Academic Senate Faculty in any discipline at any of the ten campuses of the University of California are eligible to apply.** Each grant may have only one Principal Investigator (PI). A PI may have numerous collaborators.

## **Review Criteria for Internship and Admissions Pathways Grants**

- 1) Strength of UC **faculty commitment** and involvement in activities and goals of the project plan (level, type and frequency of involvement in project) and ability to successfully implement project plan.
- 2) **Departmental support** of project and history of effort and impact on behalf of graduate academic diversity.
- 3) Evidence of **campus support** and/or collaboration to help facilitate project success (letters of support from graduate division deans or other campus sources of support and coordinated services are encouraged).
- 4) **Commitment of HBCU faculty partner(s)** to the project (formal endorsement or letter(s) of support/partnership is required).
- 5) Quality of **project plan** (particularly the approach, structure and quality of faculty mentoring of student interns *during* the summer), support faculty and other mentors for student interns.
- 6) **Follow up mentoring plan** for summer research interns.
- 7) Indicators of building **long term sustainability** between UC and identified HBCU(s).
- 8) Strength, and likelihood of effectiveness, of graduate admission pathways to **improve inclusion of HBCU scholars in UC PhD programs** as well as identified steps to institutionalize such efforts within a department to enhance long term success.

Applicants for a one year **Summer Research Internship Support Grant** will be evaluated on the first seven areas listed under review criteria and applicants for the **Summer Research and Graduate Admissions Pathways Grant** will be evaluated in all eight review areas.

## **Review Criteria for Small Research Grants**

1. **Efficacy of the research plan-** How well will the proposed approach, methodology, timeline and metrics serve the proposed research goals? Does the plan demonstrate necessary information and cooperation to effectively complete the project?
2. **Departmental, school, college or campus support** of project, particularly around the value and possible application of results. Please provide substantive letters as indicators of support (at whichever level(s) deemed appropriate). Letter(s) of support is required.
3. **Potential impact of research-** How well does the proposed research and implementation plan meet the stated research goal and/or improve inclusion and the experience of UC-HBCU students generally, and Black students in particular, enrolled in UC PhD programs?

## **Review Process**

- The faculty grants are awarded by peer review. The review committee includes faculty from both UC campuses and HBCUs.
- The review criteria noted previously is comprehensive; it includes all elements scored in the review process.

## How to apply

Applications must be submitted via the electronic application system proposalCENTRAL. Submission instructions and templates are available online through proposalCENTRAL at: <http://proposalcentral.altum.com/>

The screenshot shows the ProposalCentral website interface. At the top, there is a navigation bar with four tabs: 'I AM A(N)', 'APPLICANT OR AWARDEE' (selected), 'PEER REVIEWER', 'FUNDER', and 'INSTITUTION'. The main content area is split into two sections. The left section, with a dark blue background, features the text 'ProposalCentral for Applicants & Awardees.' and a description: 'ProposalCentral enables researchers to tap into funding, get credit for their contributions, and realize the full potential of their scientific efforts.' Below this, three statistics are listed: '\$28.5 Billion Funded Grants.', '280+ Funding Organizations.', and '1 Million Research Applications.' The right section, with a white background, is titled 'Applicant or Awardee' and contains a login form. The form includes a 'LOGIN WITH ORCID' button, an 'OR' separator, and two input fields for 'USERNAME OR EMAIL' and a password (represented by dots). A red box highlights these two input fields. Below the input fields is a dark blue 'LOGIN' button, which is pointed to by a red arrow. At the bottom of the login section, there are links for 'Forgot your password?' and 'Need an account?'.

I AM A(N) **APPLICANT OR AWARDEE** PEER REVIEWER FUNDER INSTITUTION

# ProposalCentral for Applicants & Awardees.

ProposalCentral enables researchers to tap into funding, get credit for their contributions, and realize the full potential of their scientific efforts.

**\$28.5 Billion**  
Funded Grants.

**280+**  
Funding Organizations.

**1 Million**  
Research Applications.

## Applicant or Awardee

Sign in to ProposalCentral to search for funding opportunities, submit grant applications, or manage your profile.

**id LOGIN WITH ORCID** ?

OR

USERNAME OR EMAIL

.....

**LOGIN**

[Forgot your password?](#) | [Need an account?](#)

Total: 3 Opportunities

Filter by Grant Maker

University of California - Historically Black Colleges and Universities Initiative

Sign up for Other Funding Search

2. Look for UC-Historically Black Colleges and Universities Initiative on the Grant Maker List

1. Select the Grant Opportunities Tab

Deadlines displayed in U.S. Eastern Time

Show 25 entries

Apply Now to start your application (includes letter of intent if required)

3. Select "Apply Now"

Grant Maker	Programs (Click for Guidelines)	LOI Deadline	Proposal Deadline	Contact Information	Apply	FAQ
University of California - Historically Black Colleges and Universities Initiative	Small Research Grants		3/15/2024 3:00:00 PM	UC HBCU Initiatives Team	Apply Now	
University of California - Historically Black Colleges and Universities Initiative	Summer Research and Graduate Admissions Pathways Grant		3/15/2024 3:00:00 PM	UC HBCU Initiatives Team	Apply Now	
University of California - Historically Black Colleges and Universities Initiative	Summer Research Internship Support Grant		3/15/2024 3:00:00 PM	UC HBCU Initiatives Team	Apply Now	
Grant Maker	Programs (Click for Guidelines)	LOI Deadline	Proposal Deadline	Contact Information	Apply	FAQ



## Proposal Sections

Click name below to go to that section.

- 1 Title Page
- 2 Download Templates & Instructions
- 3 Enable Other Users to Access this Proposal
- 4 Faculty PI
- 5 Additional Information for Submission
- 6 Budget Summary
- 7 Project Summary
- 8 Signature Page(s)
- 9 Research Plan and Other Attachments
- 10 Validate
- 11 Submit

4. Enter required information in each section

5. Validate and submit your proposal by noon PT, March 17, 2025



UC - HBCU Initiative

Proposal To:

University of California - Historically Black Colleges and Universities Initiative

Program:

Summer Research and Graduate Admissions Pathways Grant

Title (Applicant):

Enter a title here, then press Save. (Nzabanita, Davis)

Deadline:

3/17/2025 3:00:00 PM (U.S. Eastern Time)

## Title Page

Next>> **Save** Print Cancel Exit

Enter a title for your application, then press Save.  
Press Next to save any changes and go to the next proposal section. ?

\* Project Title

Do not exceed 75 characters.

\* Is this proposal a continuation of or related to a previous UC-HBCU Initiative grant?

No

## UC-HBCU 2024-25 Timeline

Monday, March 17, 2025—Proposals due by noon Pacific Time

July 2025—Awards announced

December 1, 2025—Summer Intern Participant names due to UC-HBCU Initiative

Summer 2026—Year 1 Summer Research Programs  
Site visits by UC-HBCU Initiative leadership

Summer 2027—Year 2 Summer Research Programs (Pathways grants)

Summer 2028—Year 3 Summer Research Programs (Pathways grants)

## Thinking about applying?

For the internship and pathways grants:

- Keep in mind that establishing a substantive relationship with HBCU colleagues is critical to forming a *mutually* beneficial and sustainable partnership. This must be evident in your proposal.
- Work in collaboration with your campus graduate division, undergraduate research centers and/or other central services unit to make sure your project is taking advantage of the expertise and resources that exist on your campus to support the preparation of prospective graduate students. These units often offer support and programming for GRE preparation, workshops to prepare and expose students to transitioning to graduate school, assistance with housing coordination and connections to other summer scholars. Reach out to your local graduate division as you develop your proposal.

## **Why get involved?**

### **Strengthen your program/department:**

- This is an opportunity to strengthen your graduate program and the experience of its scholars by actively cultivating cohorts of students that more aptly reflect society. Research indicates diverse groups learn more and are more effective at problem solving.

### **Enhance your research:**

- UC faculty build relationships with their HBCU counterparts that often aid or complement their own research interests

### **Fund an interesting idea you have... that can make a difference:**

- Design a project that is the best fit for your research interests and department needs. It may be an interesting idea that has been difficult to secure funding to implement. This grant program can be a great tool for helping to create an inclusive intellectual environment in your program.

## **Why get involved?**

### **Widen your network; expand your frame of reference:**

- Cultivate a richer relationship with academic colleagues, perhaps outside your normal sphere of interaction. Learn about different types of institutions.

### **An opportunity to mentor outstanding HBCU students:**

- An opportunity for you as well as postdocs and graduate students that may be involved in your research to mentor outstanding students from Historically Black Colleges and Universities.

### **Impact the academic pipeline:**

- The Initiative is successful at enrolling HBCU students. We would like to see even more students choosing UC. Having more students from underrepresented backgrounds in doctoral programs is critical to having an academic pipeline that is reflective of the world.

## **If not you...who?**

## Mentoring

- PIs participate in and facilitate sustained substantive multifaceted mentoring (SSMM)
- Excellent mentoring is key to meaningful learning experience, cultivating relationships that impact students' careers and lives long term
- PIs, faculty mentors, postdocs and graduate student mentors all contribute
- **Mentoring Before the Summer:** Mentoring should begin once the student intern is selected, before the program begins. Early engagement helps students feel more prepared and comfortable as they start their research experience at UC
- **Mentoring During the Summer:** PI/mentor should meet regularly with the student during the summer program to guide the student's work and know that the student is adjusting and navigating the academic culture, and with respect to social and community needs/transition
- **Mentoring After the Summer:** Regular contact with interns, following the program, is expected and is critical to building on the relationships established over the summer. PI is expected to maintain follow-up contact after the program ends to advise interns as they consider or prepare to apply for graduate school and to support their continued development as a scholar. PIs/mentors commonly work with students as they submit papers and posters to conferences. Continued mentorship also proves very valuable for faculty and programs to successfully enroll these students at UC.

## Initiative Highlights

- Because of UC and HBCU faculty partnerships, UC has hosted **994 UC-HBCU summer interns across ten campuses** since summer 2012.
- UC has **82 PhD fellows** enrolled as a direct result of the UC-HBCU Initiative; 67% in STEM fields, 33% in Social Sciences and Humanities. **43 PhD students have graduated.**
- **UC-HBCU partnerships** involve **well-known HBCUs** such as Howard, Morehouse and Spelman as well as **lesser-known institutions** such as Claflin, Tougaloo and University of the Virgin Islands.
- The **yield (enrollment) rate for UC-HBCU alumni is 84%**, compared with 41% for African Americans generally.
- UCOP has allocated **permanent resources to provide cost-share fellowships** in partnership with campuses, to enroll former UC-HBCU interns into UC PhD programs.

## **Contact information**

For more information, including the RFP, see the **UC-HBCU Initiative website**: <https://www.ucop.edu/uc-hbcu-initiative/>

**Application instructions** and template and form examples are available at: <http://www.ucop.edu/uc-hbcu-initiative/faculty-grants/application-instructions-and-templates/index.html>

**Frequently Asked Questions**: [http://www.ucop.edu/uc-hbcu-initiative/\\_files/faq.pdf](http://www.ucop.edu/uc-hbcu-initiative/_files/faq.pdf)

**Email**: [gradstudies@ucop.edu](mailto:gradstudies@ucop.edu)

**Call**: 510-987-0697

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Thank you for your interest in the UC-HBCU Initiative!