

Dr. Delores G. Brown Grant Guidelines

Committee revision draft • July 2026

I. Purpose and Program Summary

Integral to the Indiana Academy of Science mission is a commitment to a scientific community in which varied ideas and perspectives are valued, individuals experience belonging and respect, opportunities for professional development are broadly available, and barriers to participation are identified and reduced. This commitment is founded on the belief that meaningful scientific progress requires the contributions of divergent ideas and points of view that are possible only when all voices are valued. To achieve this, we share scientific ideas across the spectrum of our disciplinary perspectives and promote collaborative and interdisciplinary research and science education. In doing so, we will empower one another as we engage with a global network of scientists and our statewide community.

The Dr. Delores G. Brown Grant supports innovative, evidence-informed projects that advance this purpose. Projects may include climate or needs assessments, inclusive practices or programs, professional-development opportunities, student participation, accessible scientific engagement, or other initiatives consistent with the program. Because funds are limited, IAS encourages novel projects with broad or transferable impact. Awards may not exceed \$3,000 and normally support a one-year period of performance.

For questions, email DEI@indianaacademyofscience.org.

II. Program Background

The program began in 2021 as part of the Academy's strategic plan and was renamed in 2025 in honor of Dr. Delores G. Brown, the Academy's first Executive Director, who died unexpectedly in 2023. The IAS Diversity, Equity, and Inclusion Committee administers the program on behalf of the Academy.

III. Eligibility

- The primary applicant must be a current IAS member or have been a member in good standing during the preceding year. New members who have not previously applied for a Brown Grant are eligible.
- Students, postdoctoral associates, and non-permanent faculty must have a faculty/research sponsor who meets the membership requirement and assumes fiscal and administrative responsibility.
- Applicants who cannot afford the IAS membership fee may contact the IAS before applying to request information about a possible membership-fee waiver.
- Awards are made to the applicant's affiliated organization, not to an individual, and require authorization from an official with signing authority.
- Only one application may be submitted by an applicant in a grant cycle. All required reports from previous IAS awards must be on file.
- Applicants and sponsors must disclose conflicts of interest or conflicts of commitment and comply with IAS conflict policies.

IV. Grant Cycle and Review

The Brown Grant participates in the IAS fall grant cycle. Cycle-specific opening, deadline, decision, and performance dates will be published by IAS. The established application deadline is September 15 unless IAS announces otherwise. The one-year performance period normally runs from June 1 through May 31 following the award cycle.

Each eligible application is reviewed by multiple committee members. The committee normally completes its review within six weeks of the deadline. The committee may fund all, part, or none of a request; partial funding should be recommended only when the remaining project is feasible. Committee decisions are final and all questions concerning awards and the decision process should be directed to the Committee chair.

Review category	Points
Program Alignment, Need, and Significance	20
Project Design and Feasibility	24
Outcomes, Assessment, and Sustainability	16
Indiana Impact, Participation, and Reach	14
Budget and Stewardship	12
IAS Engagement and Service	8
Previous Brown Grant History	6
TOTAL	100

The proposal should demonstrate efforts that are broadly inclusive, and while they may involve targeted recruiting, do not select candidates based solely on the basis of specific demographic criteria

Preferences in awarding grants will be given to

- Projects that promise to contribute specifically to the State of Indiana. Projects to be completed outside Indiana will be considered, but proposals for work outside of the state should explain the necessity for leaving Indiana.
- Applications from IAS Academy members who have limited access to other funds and that describe attempts to gain other or additional sources of funding.
- Start-up requests that demonstrate potential for future funding.
- Projects that contribute directly to the education or development of Indiana student scientists, particularly those from diverse backgrounds.
- Modest requests, owing to the limited funds available and desire to help as many scientists as possible.
- Proposals written to be understood by Academy members representing a wide range of disciplines.

V. Application Requirements

Applications must be submitted through the IAS membership portal. A complete application includes:

- Verified applicant/member information and sponsor information when required.
- Project title, requested amount, project dates, affiliated organization, and institutional contacts.
- An abstract of no more than 300 words.

- A narrative of no more than five pages, using 10- to 12-point font and 1-inch margins, describing the demonstrated need and relevant scholarship or prior efforts; objectives and scope; methodology or implementation plan; expected outcomes; assessment measures; accessibility and intended participants; Indiana impact; and a one-year timeline.
- References cited.
- A detailed budget (\$3,000 maximum) and justification, including other current or pending support and assurance that requested IAS costs are not already available or funded elsewhere.
- IRB or other ethical-review approval, exemption, or a clear plan for obtaining approval when human data or other regulated activity is involved. Funds will not be released before required approval is documented.
- A stand-alone progress report for any renewal or added-funds request, including prior outcomes, assessment results, use of funds, and efforts to obtain other support.
- IAS engagement/service and previous Brown Grant history.
- A signed letter, on institutional letterhead, from the person authorized to make grant-related commitments on behalf of the organization. This letter must include the name, mailing and email addresses, and position/title of the individual.
- If appropriate, a brief progress report for request for additional funds to continue a project completed under a previous award. Such reports may refer to the original application and may summarize the final project report submitted to close a previous grant, but they must stand on their own as the rotating membership of the Committee ensures that not every reviewer will be familiar with the earlier work. This report should specifically justify the request as well as provide evidence of efforts to find other sources of support. Given the Committee's preference for start-up projects, renewal requests often receive a lower priority.

VI. Budget Guidelines

The total request may not exceed \$3,000. Requests above the maximum will not be reviewed.

Allowable expenses

- Supplies.
- Travel, room and board, and meeting registration when directly necessary for the funded project.
- Wages or salaries for students and project assistants; applicants and sponsors may not receive salary support.
- Project-specific durable equipment. Equipment-focused requests are discouraged, and proposals allocating more than half of the request to equipment receive low priority.
- Consulting fees.
- Other reasonable, project-specific expenses.

Non-allowable or low-priority expenses

- Administrative, overhead, or indirect costs.
- Salary support for applicants or sponsors.
- Computers.
- Consumer electronics or general-purpose equipment commonly available from other sources receive low priority.
- Costs already available through or supported by another source.

The budget must explain and justify every item and identify the expected or actual funding source for essential resources not included in the IAS request. The committee may remove inadequately justified items only when the remaining project would not be unduly impaired.

VII. Post-Award Requirements

- Complete the project within the approved one-year period unless IAS approves a written extension or modification.
- Submit a final report no later than 60 days after the grant period ends. The report must include: a financial accounting signed by an institutional official, a description of outcomes and accomplishments, and assessment results. If applicable, provide a list of presentations, articles, and/or other scholarly works that resulted from the funded project.
- Present the project as a talk, poster, or workshop at the IAS Annual Meeting immediately following the grant period, unless IAS approves an exception in advance.
- Acknowledge Indiana Academy of Science and the Dr. Delores G. Brown Grant in resulting presentations, materials, or publications.
- Provide reasonable information requested by IAS for program evaluation and promotion.

Failure to submit required reports may affect eligibility for future IAS funding. IAS may pursue remedies allowed by the applicable guidelines and award agreement when obligations remain unresolved.