2027 BECKMAN SCHOLARS PROGRAM – OPEN CALL
Application Instructions

General Instructions for Uploads:
- PDF format
- Margins: 1 inch
- Font size: 11 pt
- Font type: Arial

File Naming: For the appropriate document, identify with University Name, application year, and document name, such as:
- Cover Page, Proposal, Mentor Statement, Mentor CV, Award Terms, Institutional Data Sheet, Faculty Mentor Statements.

Example: UniversityName_2027_Cover Page.pdf

Page Limits are as follows: All documents must be single sided and single spaced; no hyperlinks are permitted except as noted.
- Cover Page: 1 page max, on Institutional Letterhead
- Proposal: 8 pages max
- Institutional Data Sheet: No page limit, template provided
- Faculty Mentor Summary Data Sheet: No page limit, template provided
- Mentor CV: 2 pages max per CV, hyperlinks to publications allowed, template provided
- Mentor Statements: 2 pages max per mentor, template provided
- Institutional Progress Report (past awardees only): 2 pages max, no template provided
- Award Terms: Signatures required, template provided – upload all pages required

Application Preparer and Program Administration:
- The applying institution will designate **ONE** contact person for communications concerning its application and award. This Institutional Contact will be responsible for administering the program as well as submitting financial reports, reports of academic standing, coordinating the submittal of Scholar reports, Mentor reports, and institutional reports for each term of the institutional award cycle.

The Following Formatting Will Result in an Ineligible Application:
　　　　Including Hyperlinks in the Cover Letter or Proposal.

Beckman Scholars Application:

Note: Complete the listed tasks in the order shown below within the application portal. Not completing the tasks in order will result in a failure for subsequent tasks to be revealed correctly to the applicant.

1. BSP Eligibility: online questions
Institution must answer eligibility questions in order to apply in this program cycle.

2. BSP Application Form: online questions
Institution must provide general information including Federal Tax ID number, Carnegie Classification, Financial Contact, Grants Officer Contact, Participating Academic Unit(s), and 2025-2026 most significant external funding.

3. Cover Page: An introductory statement in which the institution may highlight its qualifications for the Beckman Scholars Program award, in line with the interests of the Program and the priorities of the Arnold and Mabel Beckman Foundation. Hyperlinks to additional information are prohibited.

4. Proposal: The proposal should emphasize the uniqueness of the Institution's BSP program. The following sections are required, and an Institution may include additional information as appropriate to highlight their proposed program's distinctiveness and strengths. Hyperlinks to additional information are prohibited.

Section I - *Scholar Recruitment, Selection, and Enrichment*
When answering **each** of the following, be sure to detail the institution's efforts to select potential Scholars who have taken a variety of pathways to higher education studies in STEM, including those who may have overcome financial challenges, lacked access to early education in STEM, and/or may not have had role models in science who reflected their own experiences.

- Describe the demographics of the student body.
- Describe the proposed Scholar recruitment process, focusing on public and targeted announcements, faculty outreach, strategies to achieve the broadest applicant pool, etc.
- Describe the proposed Scholar selection process. During the selection process, each of the following should be treated equally: the impact of the award on the applicant, the intellectual merit of the candidate, and the merit of the proposed research project.
  - Beckman Scholar's candidacy criteria:
    - Good academic standing – as defined by the institution's criteria for good academic standing.
    - Stated interest in an advanced science or engineering degree (e.g., PhD, MD, MD/PhD), or other pursuits within the STEM workforce.
    - Full-time undergraduate student majoring in chemistry, biochemistry, the biological and medical sciences, or some interdisciplinary combination of these subjects.
    - Citizen or Permanent Resident of the United States or its possessions or hold DACA recipient status.
- Describe the planned activities that will enhance the Scholars professional development, their oral and written communication skills, and leadership skills.

The Foundation intentionally removed the following requirements and institutions must not consider or require them when selecting Scholars: minimum GPA, previous research experience, and strong verbal and written communication skills. Our intent is to remove barriers to participation for prospective Beckman Scholars and to encourage Scholars with a variety of experiences, backgrounds, and prior opportunities that have led them into STEM fields.

Section II - *Mentor Recruitment, Selection, and Training*
- Detail the institution's efforts to promote a supportive and inclusive environment for faculty in the departments included in this proposal.

- Describe the Mentor recruitment process for the Beckman Scholars Program:
  - Focus on announcements, Institutional nominations, departmental promotion, and effective strategies to achieve the broadest Mentor Pool, etc.

- Describe the Mentor selection process, including:
  - Outline the qualifications required of the Mentors.
  - How the Mentors were selected.
  - How the institution ensured that the demographics of the Mentor pool reflected that of the participating students.
  - Describe the training provided to Mentors that equip them with the resources and education to support students from all walks of life and pathways toward their interests in STEM education.

Section III - *Institutional Support*
- Describe the Institution's current commitment to quality undergraduate research, including the level of undergraduate research activity, Institutional support of research operations, and the availability of quality research facilities.

- Describe how the Institution's Beckman Scholars Program will be differentiated from other Institutional programs, and how success of the Beckman Scholars Program will be measured or evaluated.
- Optional: Describe additional financial support, if any, that the institution will provide during the Program. *(Arnold and Mabel Beckman Foundation does not allow institutions to fund "matching scholars.")*

5. BSP Institutional Endorsements

For this application you must collect signatures of Institutional Endorsement from the Chief Academic Officer, as well as the Dean of the College/School/Division for each Participating Academic Unit. If the same Dean represents more than one Participating Academic Unit, they will need to complete a signature for each.

A signature of endorsement indicates the following: ***The information submitted to the Arnold and Mabel Beckman Foundation in this Application is accurate and true.***

- Institutional Endorsement: Chief Academic Officer (President, Chancellor, Provost, or similarly authorized signatory)
- Institutional Endorsement(s): Dean of the College/School/Division for each Participating Academic Unit, or similarly authorized signatory. The number of signatures required is dictated by the number of Participating Academic Units you identified in the Institutional Data Sheet and in early-stage application questions (min. 1, max. 6).
- **NOTE:** Stage 1 of the application must be completed first in order to correctly populate the number of signature requests. Check that this is a match before moving forward; it is the applicant's responsibility to provide the correct number of institutional endorsements with the application ahead of the submission deadline.

How will Institutional Endorsements be collected?
- The application preparer (you) will input the email address of each signer (CAO, Dean of each Participating Academic Unit). You also have the option of including a personal message.

- Endorsers will receive a unique link to complete their endorsement, which will be valid for 14 days from the date it's sent. If the link expires and the endorser tries to use it, the application system will automatically send a new link. Please note that it may take a few minutes for the email containing the link to arrive, so we recommend checking the spam/junk folder if necessary. If needed, applicants can also resend the endorsement request.

- You will get an automated email from this application system (noreply@smapply.io) once the endorsement signature is provided. These emails may be directed to your junk/spam folder; please check these folders to ensure you receive all application related emails. If you think an email may have been missed, you can also check the task periodically to see if the signature was provided.

- After a signature is provided, you will need to review and accept it by clicking 'mark as complete'. If necessary, you can reissue your request to make sure the signature is viewable, and the correct Participating Academic Unit has been listed.

6. Institutional Data Sheet (template provided):

Complete the task by providing the requested information about each Participating Academic Unit's faculty, majors, funding, and graduates. Remember to review all tabs of the template before completing and submitting, as they provide helpful instructions and examples. Fill in all requested fields; footnote any data requiring explanation.

Identify from 1 to 6 different Academic Units (majors) from which Scholars for your BSP Program may be selected (i.e. Biology, Chemistry, etc.). The names of the Academic Units listed here should match those noted elsewhere within your application. Place the name of each Academic Unit in row 3 then complete all fields of the corresponding column for that Academic Unit. An IDS template with example field entries is provided. Please note that the data does not necessarily represent ideal numbers for reporting; rather, it is intended as a placeholder to demonstrate how to report data within the template. Any similarities to an institution's actual reported information is coincidental.

• The proposed Scholar Selection pool can come from only those Academic Units (majors) listed on the Institutional Data Sheet.

• The home departments of Faculty Mentors are not required to be associated with the Academic Units listed on the Institutional Data Sheet.

Provide the following information:
(Numbers and letters shown below correspond to those shown in column A cells.)

1) Include the number of full-time, tenure/tenure-track Faculty members in that Academic Unit for the Academic Year 2025-26 (do not include summer term).

2) Include the number of junior and senior academic majors in this Academic Unit for the Academic Year 2025-26 (do not include summer term, declared majors only).

3) Include the number of baccalaureate degree graduates for Spring 2026 for each Academic Unit listed.

4a-d) Include the percent of the Academic Unit's undergraduate students who performed laboratory-based research under the mentorship of a full-time, tenure-track faculty member in each of the specified time periods: List percentage (x) and report number of undergrads (n) in parentheses - i.e. x% (n)
- Do not include multi-student, course-based research experiences (UG CURs).
- Include individually mentored student research experiences (1:1, student driven research under a PI).

5a-b) For the Academic Year 2025-26 (do not include summer term), include the total external funding and total number of external research awards: List separate totals: $ in thousands (x) and number of awards (n) in parentheses - i.e. $x (n). Include funding from awards given during that time period and funding accessible from multi-year grants that cover the time period. If multi-year grants are a part of the data provided, also include a footnote explanation.

6a-d) Include estimates for the number of baccalaureate degree graduates who continued on to the outcomes listed. Report five-year trends by providing numbers for the Academic Year (AY) 2020-2021 AND the Academic Year 2024-2025 (do not include summer terms).

7) List the start and end dates of Academic Year 2025-2026 at your institution using the following format: mm/dd/yyyy (do not include summer term).

8) Indicate the method your institution used to track the student data reported in the template (i.e., Student survey, etc.).

9) Indicate the office(s) responsible for tracking and reporting data.
*Complete all fields corresponding to each of the included Academic Units (majors). For any omitted data, include a footnote explanation.

If awarded, only students from chemistry, biochemistry, biology, and medical sciences (broadly interpreted) and/or other included Participating Academic Units (per the Institutional Data Sheet) may be considered as Beckman

Scholars. The Participating Academic Units listed on the Institutional Data Sheet need <u>not</u> be associated with the faculty (home departments) included on the Faculty Mentor Summary Data Sheet.

7. Faculty Mentor Summary Data Sheet (template provided):
All institutions will include a minimum of 8 Mentors and a maximum of 15 Mentors on the Faculty Mentor Summary Data Sheet (FMSDS). Only the faculty listed on the FMSDS will be eligible to serve as approved Mentors for this program.

If awarded, no additional Mentors may be added to the list.

The faculty (home departments) included on the Faculty Mentor Summary Data Sheet do <u>not</u> need to be associated with the Participating Academic Unit(s) listed on the Institutional Data Sheet.

Proposed Faculty Mentor pool will be evaluated based on the quality of each Faculty Mentor.

The Beckman Scholars Program encourages the participation of both junior as well as more senior faculty as Faculty Mentors. The Program's interpretation of the FMSDS and the evaluations of curriculum vitae for each faculty member will take their junior or senior status into consideration.

Use the following information to complete each column of the FMSDS template within the application for *each* Faculty Mentor included in the Beckman Scholars Program application. Letters correspond with column headings on the form, list faculty members alphabetically by last name.

List each Faculty Mentor name and the corresponding data.
(Numbers and letters shown below correspond to those shown in column B cells.)

a. Home **department** of Faculty Mentor: (1) = biological sciences; (2) = chemistry, biochemistry; (3) = other (specify).

b. Total number of **years in tenure-track position** (total years; not just at this institution).

c. In Spring 2026, number of **undergraduates** mentored in research project work performed in faculty member's lab(s).

d. In Spring 2026, number of **graduate students** working on research project work performed in faculty member's lab(s).

e. In Spring 2026, number of **post-doctoral students** working on research project work performed in faculty member's lab(s).

f. From the start of academic year 2020-2021 to the end of academic year 2024-2025 (5 years), number of **undergraduates who performed** mentored research in the faculty member's lab(s).

g. From the start of academic year 2020-2021 to the end of academic year 2024-2025 (5 years), estimated average period of **time spent performing research by individual undergraduates in** faculty member's lab(s):
  - (a) = 0 - 9 months; (b) = 10 - 18 months; (c) = 19 or more months.

h. From the start of academic year 2020-2021 to the end of academic year 2024-2025 (5 years), total number of **peer-reviewed journal articles with undergraduate co-authors** in research journals, <u>already</u> published or in press. Do not include abstracts.

i. From the start of academic year 2020-2021 to the end of academic year 2024-2025 (5 years), total number of **undergraduate co-authors** in research publications, already published or in press. Count each student co-author only once, even if they co-author multiple publications. Do not include abstracts.

j. From the start of academic year 2020-2021 to the end of academic year 2024-2025 (5 years), number of **External Presentations** by the Mentor's undergraduate research students. External Presentations include regional, national and international meetings.

k. From the start of academic year 2020-2021 to the end of academic year 2024-2025 (5 years), number of **Internal Presentations** by the Mentor's undergraduate research students. Internal Presentations take place at the host institution or at a local conference. Do not include group meetings.

l. From January 2025 - December 2025, total **external support** awarded for faculty member's project(s). *Rounded to the nearest $1,000. For grants that span part of that time, annualize and include the portion relevant to the time period.*

m. From January 2021 - December 2025 (5 years), average total **annualized external support** for faculty member's research project(s). *Rounded to the nearest $1,000. Divide total external support (Jan. 2021 - Dec. 2025) figure by 5 to arrive at an average.*

n. From January 2025 - December 2025, **internal support** provided by home institution for faculty member's research projects (*including* faculty member's summer research salary, undergraduate student stipends, research supplies, special research instrumentation, "competitive" internal grants and *excluding* faculty member's academic year salary and utilities costs). *Rounded to the nearest $1,000.*

o. From start of academic year 2020-2021 to the end of academic year 2024-2025 (5 years), number of **high school students** mentored in research performed in faculty mentor's lab(s).

8. Mentor CV (template provided):
All Curriculum Vitae (CV) must be uploaded together as one all-inclusive .pdf document, reflecting the order listed on the Faculty Mentor Summary Data Sheet (alphabetical by last name).
- *CV for each Faculty Mentor identified in the Faculty Mentor Summary Data Sheet (FMSDS) (two-page max).*
- *Institutions are required to submit 8 – 15 Faculty Mentors for application consideration, and Mentors listed must match those identified in the Faculty Mentor Summary Data Sheet.*
- *Only faculty listed on the FMSDS and included in the appendices will be eligible to serve as BSP Mentors. No changes can be made after submission.*
- *Alphabetize by Mentor last name.*

Each Faculty Mentor identified in the Faculty Mentor Summary Data Sheet must include a Mentor CV with name and contact details as well as the following information:
    A. Personal Statement (Biosketch)
    B. Education/Training
    C. Professional Experience
    D. Honors and Awards
    E. Select Publications (Include up to 10 of the Mentor's most recent publications as space allows; underline undergraduate co-authors in publication list.) Hyperlinks to publications are permitted.

9. Mentor Statements: (template provided):
All Mentor Statements must be uploaded together as one all-inclusive .pdf document, reflecting the order listed on the Faculty Mentor Summary Data Sheet (alphabetical by last name).
- *Mentor Statements should be unique to each Faculty Mentor identified in the FMSDS.*

- *Mentor Statements must be completed by each Faculty Mentor identified in the FMSDS.*
- *Each Mentor's Mentor Statement must not exceed two pages.*

Mentor Statement: Briefly describe your proposed Scholar Mentorship Plan (SMP), which should be reflective of how the Scholar will be mentored. Please include the following information:

1. Plan for how the Mentor will develop the Scholar. Provide training goals and the specific approaches your team will adopt to target these goals. Avoid technical information. Instead, give project details that include what the Scholar's role will be, what the Scholar will be doing in the lab, and the intellectual development that will take place.
2. Frequency and nature of the planned interactions between the Scholar and the Mentor.
3. Specific strategies the Mentor will utilize to prepare the Scholar for graduate-level research and future leadership roles in scientific research and innovation.
4. Plan for ensuring that the Scholar feels welcomed and respected within the Mentor's lab, and able to work and thrive in a safe space. Include any novel teaching/mentoring methods that will be employed to ensure Scholars of all backgrounds flourish and succeed.
5. Number of undergraduates participating in active laboratory research in the faculty member's current research activities.
6. Total number of undergraduate research students (UGRS) the faculty member has mentored to date. *Past Beckman Scholars Program Institutions:* Of the total UGRS, include number that were Beckman Scholars.

10. Institutional Progress Report. (past awardees only; no template provided; 2 pages max):
The Progress Report should include the following information:

- Summary of BSP implementation.
- Success of the BSP (identify the metrics used for measuring success).
- How the BSP benefited the following:
  - Institution's undergraduate programs
  - Scholars
  - Mentors

Note: If you are an institution applying in your third award year, please include planned activities in the final Award year.

11. Award Terms & Conditions:
To complete the task, acknowledge concurrence with the Terms and Conditions by signing and dating the first page and then uploading all pages of the document. This document should be signed by the Chief Academic Officer (President, Chancellor, Provost, or similarly authorized signatory).

If awarded, additional parties, including the Grants/Contracts Officer and Institutional Contact listed in your application, will be sent the formal Award Letter with Terms and Conditions for signature.

Indicate your acceptance as-is or request the removal of clauses VI.I. and VI.J., only if prohibited by State law from accepting them. If requesting removal of these clauses, you must reference the corresponding law code for your State.

SUBMITTAL:
- Ensure that your institution is completing and submitting only **ONE** application to the 2027 Beckman Scholar Program. If multiple submissions are received, all of them will be ineligible for consideration.
- Read all instructions and use the templates provided to complete the application.
- Page limits are strictly enforced.

- Signatures must be completed prior to application submission.
- All task stages must be marked complete within the online portal to enable the submit function, except for stages labeled as instructions. Marking instruction stages as complete is optional but recommended.
- No changes, edits, or updates to an application will be permitted once it has been submitted.
- Late applications emailed or submitted after the deadline will not be accepted for any reason.

REVIEW & SELECTION:
- The Arnold and Mabel Beckman Foundation will conduct an administrative review to verify compliance with page limits, program requirements, and required templates. Applications that do not meet these requirements will be deemed administratively ineligible.
- The Beckman Scholars Advisory Panel will review and evaluate the applications and recommend approximately fourteen merit-based programs for funding. The Board of Directors of the Arnold and Mabel Beckman Foundation will make the final determination on institutional awards. It is anticipated that private and public research, doctorate, master's, and baccalaureate universities and colleges will all be represented in the final award list.
- *Because of the administrative requirements involved, the Arnold and Mabel Beckman Foundation provides limited written feedback on unsuccessful applications but is unable to provide additional critical commentary via telephone, meeting, or email.*