

# Forum on Outreach & Engaging the Public Mini-Grants

The Forum on Outreach & Engaging the Public of the American Physical Society (APS) supports APS members who broaden and deepen physics awareness and understanding. To this end, we invite applications for 2024 APS Forum on Outreach & Engaging the Public Mini-Grants.

The FOEP mini-grants are designed for individuals or groups who are working on projects and/or resources to bring physics awareness and engagement to their communities. We request that if funded you share your project, your experiences, and the outcomes through a live or virtual presentation with the forum (at a March or April Meeting in the forum's contributed session) or by submitting a virtual presentation that can be shared with the forum. The mini-grants have a maximum award amount of \$2,500 and a total funding available of about \$15,000. All proposals will be considered. FOEP encourages proposals related to quantum physics in preparation for the International Year of Quantum Science and Technology and the 100<sup>th</sup> year of Quantum Mechanics. Extra consideration will be given to those projects which seek to support students/groups that are traditionally marginalized in physics.

Selection criteria for the mini-grants include the following:

- **Membership in APS Forum on Outreach and Engaging the Public (FOEP).** Applicants should be members of the FOEP by the application deadline. APS members can join the Forum at no additional cost. For students (undergraduate and graduate), the first year of APS membership is free. For more information on how to become an APS member, please see [APS Membership FAQs](#). To join (online or by mail), see [APS Membership](#). If you are already an APS member, you can join the Forum on Outreach and Engaging the Public for free [here](#).
- **Timeline.** Proposals are solicited starting January 1 through February 15. Proposals are reviewed and awardees notified by March 15. Proposals should be ready to begin in a reasonable timeframe if funded. Specifically, projects with an end goal or deliverable within the same calendar year will be prioritized. The extent to which funds could immediately be used will be a consideration. Proposals should include funding, if needed, to travel to either the March or April meeting the following calendar year to present the outcome of their project if awarded.
- **Broader impact.** For projects, applicants should demonstrate how this support will impact the community. Extra consideration will be given to those projects which seek to support students/groups that are traditionally marginalized in physics. Applicants should describe the immediate effects these funds could provide.
- **Additional considerations.** Extra consideration will be given to applicants who may not have access to other types of support. These include, but are not limited to: undergraduate students, graduate students, post-docs, adjunct faculty, and instructors at academic institutions. In addition, we strongly encourage under-represented identities to apply.

FOEP mini-grants will be funded by disbursing funds to the individual creating the application, not to institutions. Please make sure you consider this in your budgetary decisions.

To apply for a FOEP mini-grant, you will be required to submit a completed template located [here](#). The template includes items such as:

- 1) Budget and corresponding justification of the budget.
- 2) What will this mini-grant enable you to do, and on what timescale? (Timeliness criterion).
- 3) What is the larger impact of your work or project? (Broader impact criterion).
- 4) What else would you like the selection committee to know about your project? (Additional consideration criterion)

The name, title, and affiliation of project awardees will be published on the FOEP website.

**Applications open Jan 1 – Feb 15.**

## **Deadlines**

**The due date for all applications is Feb. 15, at 11:59 PM PST.** Proposers will be notified of the status of their proposal by March 15. Awardees are asked to share the results of their proposal at a FOEP contributed session at the March or April meeting the following calendar year, or submit a virtual presentation that can be shared with the forum. We will continue to award mini-grants until the allocated funding runs out.

We are committed to supporting as many of our FOEP members as possible. Due to the anticipated response, it is likely that many applications will be partially funded.

We will update applicants as events warrant.

## **More Award Information**

If your application is awarded, you will receive an email from the Secretary-Treasurer of your award with instructions on how to fill out a payment request form and a citizenship-appropriate tax form.

Awarded grants will be approved by the Secretary/Treasurer of FOEP before proceeding with the payments. The Secretary-Treasurer will send awardees a W-9 or W-8BEN to submit to APS Accounts Payable. The W-9 is for U.S. citizens and provides information to the IRS about this award. The W-8BEN is for non-U.S. citizens and is a certification to APS that a foreign person is not subject to U.S. taxation.

Travel and other grants are taxable to the recipient and they will receive a 1099 if the total receipts within a calendar year are greater than \$600.

The awardee submits these forms to APS Accounts Payable and they receive a check or direct deposit, according to their preference.

Please contact any member of [FOEPs executive committee](#) if you have any questions (include in the subject line: FOEP mini-grant).