Do you want a future where LSST scientific research is conducted in an environment that is welcoming to all? Have you spent time developing, discussing, and/or promoting best practices in Diversity, Equity, and Inclusion (DEI) and - in particular - in inclusive scientific collaboration? Then this Call For Proposals offers a unique opportunity to be compensated and credited for that work, whether you are a student, postdoc, faculty, or staff member working in astronomy (or a related field)!

LSSTC Inclusive Collaboration: Policies and Best Practices
Call for Proposals - Due Friday July 28 2023

LSSTC develops and implements innovative programs that position a diverse community of researchers to make cutting-edge scientific discoveries with LSST. To support this mission, LSSTC is developing an Inclusive Collaboration initiative to (i) build diversity, equity, and inclusion (DEI) into all of our programs (in particular, LINCC) and (ii) help to embed practices and structures that foster DEI more broadly into the Rubin LSST science community. This Call for Proposals builds on the Inclusive Collaboration recommendations generated by the From Data to Software to Science (DS2) workshop held in 2022. Thanks to support from the Heising-Simons Foundation, we are able to direct funding towards work on the development, documentation, and dissemination of policies and best practices related to Inclusive Collaboration. Proposals should be submitted through this form by Friday July 28, 2023.

Funding (~$100,000 USD total, across all awards) to individuals or groups. Two types of proposals will be considered:

1. Policy and best practices development, documentation, and dissemination.

   Example activities that could be supported include:
   a. Inventory and/or develop best practice(s) and policy(s) related to Inclusive Collaboration, with preference for activities relevant to the recommendations in the DS2 workshop report (see examples below);
   b. Curate the content of an LSSTC DEI Resources webpage. (LSSTC will hire a consultant to design and implement the page.)
   c. Publish and present your work in policies and best practices at a conference or other relevant venue.

   The results will be incorporated into LINCC and/or the LSST science community more broadly. Funds are flexible in what they can be used for. For example, you could request salary (student, postdoc, or faculty), travel, course buy-out, conference attendance, etc.

2. Hold an expert-led training related to inclusive collaboration, including e.g., inclusive team environments and/or working with students/postdocs. The expected deliverable for this type of proposal is a 1 page summary and assessment of the training.
Beth Willman will connect with each proposer after July 28 to help make the best matches between interest, experience, and resources. This proposal opportunity is open to anyone; proposals from individuals at LSSTC member institutions will be given priority. We encourage interested proposers to be in touch with Beth Willman during the proposal development process through one of these channels:

1. Attend a 30 minute Zoom information session on one of:
   a. Thursday June 29 at 6 am Pacific/9 am Eastern/3 pm Central European Time
   b. Thursday June 29 at 1 pm Pacific/4 pm Eastern/10 pm Central European Time
   c. Thursday July 13 at 8 am Pacific/11 am Eastern/5 pm Central European Time
   d. Thursday July 13 at 1 pm Pacific/4 pm Eastern/10 pm Central European Time

2. Join the #lincc-inclusive-collaboration Slack channel and ask questions or start a discussion.

3. Reach out via email (bwillman@lsstc.org).

Proposal Requirements

Using the form linked above, proposers will fill out a 2-page survey and upload a document containing the following information:

1. A brief (~1 page) narrative outlining the proposed project, including the proposed work, outcomes and/or deliverables, and the intended impact.
2. A brief description of the PI/team’s relevant experience to the project.
3. A brief budget with justification.

The filename of the document should include the last name of the PI.

Tentative Program Timeline

Late June 2023: Call for Proposal open
June - July 2023: Zoom information sessions
Friday July 28th 2023: Deadline for Proposals
Early August 2023: Proposal review and connections with proposers
Late August 2023: Notification of successful proposals
September 2023 - December 2024: Period of performance for award
Appendix: Examples of Inclusive Collaboration-supporting Work

To help you submit a compelling request for resources, the examples below highlight specific deliverables that would be aligned with each of the four Inclusive Collaboration focus areas presented in the DS2 report and also with LSSTC’s current priorities.

1. Building sustainable cross-institutional partnerships
   a. Example Deliverable: Template to support establishment of LSSTC Expansion Partnerships, e.g. to help partners (i) actively manage expectations and define who is responsible for each task, including timeline and time available to commit, (ii) document and define what each party expects to get out of the collaboration, (iii) acknowledge the different types of labor that can/should be valued, including the dissemination of results from the partnership.

2. Strategies for dealing with authorship
   a. Example deliverable: Inventory authorship policy work among Rubin LSST science collaborations and in evidence-based literature. Provide a recommended general policy for collaborations to optionally follow.
   b. Example deliverable: Specific recommendation on the connection between authorship policy and an LSSTC and/or science collaboration code of conduct.

3. Strategies for fostering an inclusive team environment
   a. Example deliverable: Inventory codes of conduct among Rubin LSST science collaborations, existing LSST-related programs, and in other large scientific collaborations. Deliver a general LSSTC-wide Code of Conduct. Deliver a recommended general Code of Conduct for science collaborations to optionally follow.
   b. Example deliverable: Inventory virtual and in-person meeting best practices from, e.g., the Rubin Project, science collaborations, and other resources. Synthesize a limited set to point to as a helpful resource to the LSST science community. Create a small slide deck on meeting best practices to be available for optional use.

4. Strategies for working with students
   a. Example deliverable: Develop guidelines to help students who would like to engage with LSST Science Collaborations but don’t know where to start.
   b. Example deliverable: Develop a framework to connect students with entry-level research-related activities within LSST Science Collaborations.
   c. Example deliverable: Compile and synthesize information related to inclusive mentorship for students and postdocs, to develop a concise resource that can be provided to faculty advisors that receive LSSTC funding to support students or postdocs.