

Emerging Scholars | Funding Announcement



2026 - 2027 | COLLEGE OF HEST OFFICE OF THE ADR | HEST.NMSU.EDU

The College of Health, Education and Social Transformation (HEST) has an established research and creative endeavors initiative, the HEST Emerging Scholars program. The HEST Emerging Scholars program aims to support and promote innovative research efforts of untenured tenure-track faculty that will:

1. Advance scientific knowledge or creative works in a specific field or area of professional activity;
2. Develop skills to be successful at securing external funding.

The application deadline is **September 25th, 2026 at 11:59 pm.**

Eligibility

Emerging Scholars (ES) is open to all untenured tenure-track faculty. Project proposals should include only a single PI. Faculty members who received this ES award in the past are not eligible for future ES awards.

All applicants are strongly encouraged to schedule a time to meet with Associate Dean of Research Hout ahead of preparing their submission (mhout@nmsu.edu).

Funding and Requirements

The HEST ES initiative provides funding at only a single level of up to \$15K. See the application for full details. We anticipate making 4 awards this cycle.

Funding Amount	Requirements
Up to \$15,000	<ul style="list-style-type: none">• Submit an application to an external funding agency for at least \$25,000 within two years of the award date.• Present research outcomes/progress at the annual HEST research symposium.• Present research at Research and Creativity Week 2027.• Attend at least 3 grant-writing and professional development workshops during the funding period (e.g., those offered by the Office of the ADR, Research Administrative Services, and/or PI Academy).

Expenditure of Funds

Emerging Scholars (ES) funds may be applied toward reasonable and necessary costs of conducting research. The use of funds will be permitted for the following items:

- **UG/GA Salary:** Financial support in the form of student salary to include undergraduate or graduate students. If applying to fund a GA in your home department, this plan must be approved by your Department Head or School Director first. Additionally, GA funding requires that you budget for student tuition payment.
- **Fringe:** Check with Dr. Juanita Hannan (hest-ROC@nmsu.edu) in the HEST Research Operations Center for updated rates.



- **Travel:** Travel in support of research goals such as data collection, field work, and presentation of results at professional forums with UG/GA research assistant/s. Note that travel must be completed within the funded time period. All policies and procedures with respect to international travel (where relevant) must be followed at all times.
- **Materials, Supplies, and Technology:** Purchase of materials or supplies required for research/creative activity. Check with IT to make sure software (if needed) is not already part of the resources available to the NMSU community.
- **Equipment:** Purchase of equipment required to enhance the ability of faculty to conduct research/creative activity and produce scholarship; ES funds cannot supplement or supplant start-up package funding.
- **Data Analysis/Software:** Data analysis and data collection services (e.g., transcription services). A 1-2 year subscription for software use is allowed, pending approval by IT.
- **Participants:** Incentives for research participants.

***Note:** Proposals may be funded for less than the amount requested in the application.

Submission Deadline

Applications must be submitted via email and received by 11:59 pm (MST), Friday, September 25th, 2026. Submit all materials to ADR Hout (mhout@nmsu.edu). A confirmation message will be sent to the applicant in approximately 24-48 hours.

Application Submission Materials

- Cover page
- Application narrative
- References
- Alignment of research with HEST and departmental mission statements
- Identification of an external funding opportunity and the sponsor
- Budget
- Budget justification

Funding Period

Recipients of the ES award are expected to complete the project as proposed no later than two years after the award date. If not completed within the indicated time period, the recipient must provide a document that explains the reason to the office of the Associate Dean of Research. Unspent funds are subject to being pulled back.



Review Process

The members of the Research Advisory Council and the Associate Dean for Research will serve as reviewers. The Research Operations Center Director (Dr. Juanita Hannan) will review proposal budgets. Reviewers will score each application using a rubric and will provide substantive comments for the applicant to address. The applicant will then respond to the critiques and send their responses back to the ADR for follow-up review. The office of the Associate Dean of Research will make final decisions based on the committee's recommendations and availability of funds.

Reporting and other Requirements

Progress reporting is required after six months (approximately the end of June, 2027, depending on when awards are distributed) and a final report is due on or before January 16th, 2028). The primary investigator of the awarded project is required to provide the office of the Associate Dean of Research with a summary of the project progress in accordance with the submitted project plan.

A final report on the project should include:

- Summary of activities, research question/s and/or hypothesis, and findings
- Financial statement (describing the purchases made and any outstanding funds remaining)
- Research products, including a list of any publications and presentations (or items currently under review)
- List of grant-related or professional development workshops attended
- Identification of a sponsor, and the funding announcement of the external funding application/s submitted (or to be submitted). If a future announcement is not available, a past announcement can be submitted.

The final report should be sent to mhout@nmsu.edu. If you have questions, contact the HEST Associate Dean of Research via email: mhout@nmsu.edu.



Application Submission Requirements

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A complete application will consist of the formatting guidelines and 6 required sections:

General formatting guidelines

- Single spaced, 1-inch margins all around
- 12pt, Times New Roman or APA approved font
- PDF file

1. Cover Page

- Name
- Faculty position title
- NMSU email
- Department
- Project title
- IRB application status [date of submission, date of approval, pending submission, other (explain)]

2. Application Narrative (5 -7 single-spaced pages)

- I. Project title
- II. Literature review and background
- III. Gap in knowledge
- IV. Research question or objective
- V. Potential impact on the field of study
- VI. Research methodology or creative process
- VII. Dissemination plan for project results/products
- VIII. Expected impact on applicant's future research, including how the project will lead to external grant funding in a specific funding agency; please name the agency, the funding notice, and an estimated amount of the external grant.
- IX. Project personnel and responsibilities, including investigators, project assistants (i.e., undergraduate and/or graduate students) and key collaborators
- X. Timeline or Gantt Chart

3. References (separate page/s)

4. Alignment of research initiative with College and Department Mission Statement (separate page)



5. Budget

Below is a budget template. Please review your proposed budget with Research Operations Center (ROC) staff before submitting your application.

Sample Budget Template

Item	Requested Amount
Salary	
Undergraduate Student Salary* Graduate Student Salary**	
Fringe	
Undergraduate Student	
Graduate Students	
Travel	
Materials, Supplies, Technology	
Equipment	
Data Services/Software	
Participants	
Incentives	
Total Budget	

*Undergraduate Students must be paid minimum wage (or higher) as per university policy. Fringe must also be included in the budget amount. See <https://hr.nmsu.edu/employment/salary.html>

**Graduate Students are paid using the pay scale and fringe at <https://hr.nmsu.edu/employment/salary.html>

6. Budget justification (separate page)

Include a budget justification narrative for each listed budget item. Please provide a rationale for each budget item and how the cost supports your project.

***Note:** Upon funding decisions, the committee may recommend that proposals may be funded for less than the amount requested in the application.

Recommendations

Please meet with the HEST Research Operations Center to ensure your budget meets NMSU's pay for Graduate Assistants, Undergraduate student assistants, the fringe, and any other questions such as participant incentives, travel, and supplies/technology. Please contact Dr. Juanita Hannan, hest-ROC@nmsu.edu to set up an appointment to review your budget.

