Diversity and Inclusive Excellence Call for Proposals - 2014

Office of University Diversity and the Office of Academic Affairs

California State University, East Bay
25800 Carlos Bee Boulevard, Hayward, California 94542

2014-15 REQUEST FOR PROPOSALS
DIVERSITY & INCLUSIVE EXCELLENCE GRANTS
Deadline: 5:00 PM, Friday, January 16, 2015

PURPOSE: The University Diversity Office and the Office of Academic Affairs invite proposals for innovative programs and/or research initiatives that strengthen and promote diversity and inclusive excellence on our campus. Examples of possible projects include development of on-campus conferences and symposia, film and speaker series, and theatre and dance productions. Grants of up to $4,000 will be awarded to proposals that creatively advance the principles of diversity and inclusive excellence in substantive ways. We will award a minimum of five grants. Projects for this grant cycle must be completed by January 31, 2016.

ELIGIBILITY: Tenure or tenure track faculty, adjunct faculty, lecturers and CSUEB staff may submit proposals. Collaborative proposals involving two or more individuals from two or more departments are strongly encouraged.

GUIDELINES: The following criteria will be considered when evaluating proposals:

- improvement of campus climate
- improved access and student success
- collaboration between departments and/or divisions
- demonstrable tangible results and assessment plan
- capacity building and potential for replication

FORMAT FOR PROPOSALS:

- Cover sheet which includes the following:
  - Title of the project
  - Name, title, department, phone number, email address of faculty applicant
  - A brief description of and purpose for the project

- Proposal Narrative (no more than three pages):
  - Description of proposed activity
  - Statement of the intended impact, outcomes and measures
  - Statement of the relationship to CSUEB’s Institutional Learning Outcome on diversity
  - Timeframe for project (must be completed by January 31, 2016)

- Budget (up to a maximum of $4,000)
  - Complete and detailed budget that includes precise dollar amount requested and justification for each portion of the requested budget. If other funding sources are expected please indicate.
  - Note: A budget template is available at: http://www20.csueastbay.edu/orsp/files/docs/DIVIE/divie-budget-template.xlsx

- Supporting documents
  - Letters of support from supervisor, department chair, dean, or other officer
  - CV or resumes of participants, invited guests or speakers
  - Any other information that would be useful to the selection committee
SUBMISSION PROCESS

- Please submit an electronic copy of the proposal as one PDF or MS Word document to the Office of Diversity via email at diversity@csueastbay.edu. Also, please email a copy to Anne.Wing@csueastbay.edu. If you have any questions on the proposal please contact Ms. Dwyla Jourdan at the Office of Diversity (510) 885-2809.

INFORMATION SESSION

- There will be a proposal workshop held on Friday, December 5, 2014, at 12 noon in the Bay View Room of the University Union. In addition to proposal development, budget questions will be addressed at the workshop. Please RSVP for this session at diversity@csueastbay.edu.

DEADLINE FOR SUBMISSION

- Friday, January 16, 2015

SELECTION PROCESS

- A selection committee of faculty, staff and students will review the proposals, rating them on their merits based on the guidelines outlined above.

NOTICE OF AWARD

- Award recipients will be notified by the Office of Diversity by February 24, 2015.

PROJECT COMPLETION AND FINAL REPORT

- A written report on the outcomes of the initiative, including assessment of effectiveness and details of all expenditures must be submitted to the Office of Diversity upon completion of the project. Projects for this grant cycle must be completed by January 31, 2016. Recipients are expected to make a presentation during the Week of Inclusive Excellence in February 2016.

EXAMPLES OF FUNDING POSSIBILITIES

- Curriculum development
- Art installations
- A speaker presentation or speaker series
- A conference
- A film series
- Theatre programs
- Workshops
- Student success intervention strategies
- Dance productions