University of Kentucky

Office of Institutional Diversity
Inclusive Excellence Student Program Grant
Call for Proposals Information

What is "Inclusive Excellence"?

Inclusive excellence refers to the active and intentional engagement of diversity and of under-represented viewpoints. As a campus community, the University of Kentucky demonstrates its commitment to encouraging an environment of diverse people, thoughts, ideas, and teachings. Inclusive excellence calls for us to increase our awareness of others and to work collectively to challenge our way of thinking and doing. Inclusive excellence requires us to engage, teach, listen, and learn.

Inclusive Excellence Student Program Grants' Goals:

We seek innovative inclusive excellence programs that are student-centric and foster collaborative programming and partnerships among groups, centers, programs, registered student organizations (in good standing) and/or initiatives that have the following goals:

- *To create or improve collaborative programs that include or address the importance of diverse views and cultures;*
- *To encourage the participation of all students in inclusive excellence initiatives at the University;*
- *To educate ourselves and others on issues of social justice, diversity, intercultural dialogue and communication;*
- *To increase belonging and engagement of marginalized, historically underrepresented and minority groups;*
- *To develop sustainable programs that increase awareness and appreciation for a diverse and inclusive community; and/or*
- *To increase opportunities for collaborative learning around issues of inclusive excellence.*

Award Criteria:

Preference is given to groups, centers, programs, registered student organizations (in good standing) and/or initiatives that propose activities and opportunities that:

a) are inclusive of our diverse student populations,
b) demonstrate collaborative partnerships with other groups, centers, programs, registered student organizations and initiatives that engage diverse students across various identities,
c) serve as models for replication and sustainability throughout the campus community, and
d) extend the success of existing programs or events at the University with significant impact.

Funding:

Funding for grants depends on the number of proposals and the amount of funds available. Funds must be accessed and utilized using a University of Kentucky cost center during the fiscal year in which the funds are awarded. As the Inclusive Excellence Student Program Grant initiative continues to evolve and support of a broad range and quantity of programs, funding for proposals will be made available each academic year based on the following:

- $15,000 (up to 2 awards)
- $10,000 (up to 5 awards)
- $5,000 (up to 10 awards)
- Up to $2,500 (up to 15 awards)

An itemized budget must be provided within the proposal, along with a stated timeline that coincides with the stated purpose. All funds must be used for the intended purpose. Funds may not be used to pay University staff, faculty, administrators or students, or be used to fund existing programs where funds are currently available. Grantees are required to disclose any additional funding received for their programs.

Funding is specifically designed for inclusive excellence in the area of student programming or that has a direct benefit for students. Collaborative proposals that target all of our students will be favorably considered. **Please Note:** Inclusive Excellence funds are not available to support repeated programs and events for multiple years. Funding *will not be awarded* to proposals related to *research projects, travel, college specific events and programs or membership dues to academic or professional organizations.* Proposals that fall into one of the following three categories will be considered:

- *Student Competition:* reflects collaborations among registered student organizations that propose student programming for the benefit of all students.
- *Faculty/Staff Competition:* reflects collaborations among faculty and/or staff that propose student programming for the benefit of all students.
- *Student/Faculty/Staff Competition:* reflects collaborations between students, staff and/or faculty that propose student programming for the benefit of all students.

Application Deadlines:

The Call for Proposals during Academic Year 2019-20 includes two (2) opportunities for funding. The Fall semester includes one (1) cycle for funding to be used in FY 20 (by 6/30/2020) and one (1) cycle for funding in the Spring semester to be used during the 2021 fiscal year. Specific details are as follows:

<u>First Cycle – Award for use in Spring 2020</u>

- Proposals open on October 1st and due by close of business on October 31, 2019
- Notice of funding by December 9, 2019
- Funds Transferred by January 13, 2020 (to be used by 6/30/2020)

<u>Second Cycle – Award for use in Fall 2020</u>

- Proposals open February 17, 2020 and due by close of business March 15, 2020
- Notice of funding by April 27, 2020
- Funds Transferred by September 14, 2020 (for use by 6/30/2021)

Completed applications may be submitted electronically to Vice President Institutional Diversity Mailbox at vpid@uky.edu , and all components must be received in order to be considered. Proposals will be reviewed and approved or denied within the notice of funding timeframes specified above by the Inclusive Excellence Programming Committee. All projects that receive grant funding must be completed prior to June 30 of the academic year in which the proposal specifies. If you have questions regarding the proposal process, please call (859) 257-9293.

<h1 align="center"><u>Inclusive Excellence Student Program Grant</u></h1>
<h1 align="center"><u>Proposal Guidelines</u></h1>

Please submit the following to be considered for an Inclusive Excellence Student Program Grant:

- ☐ Part I: Cover sheet
- ☐ Part II: Initial Questions
- ☐ Part III: Detailed Proposal
- ☐ Part IV: Program Budget
- ☐ Part V: Certification Page

Email all five parts as one attachment to Vice President Institutional Diversity at vpid@uky.edu . All components must be received in order to begin consideration.

<u>Part I: Cover Sheet:</u>

Title of Proposal:

Name of Contact Person:

Email address of contact person:

Name(s) and Contact Information of Collaborative Partners:

Proposal Summary (no more than 250 words):

<u>Part II: Initial Questions:</u>

<u>Please place an "X" next to all that apply:</u> ***Does your proposal …***

___ Develop or significantly contribute to sustainable programs that increase awareness and appreciation for a diverse and inclusive community.

___ Involve collaborative partnerships with two or more registered student organizations, centers, and/or programs.

___ Increase respect and enhance an understanding of diversity, inclusion and/or social justice at the University.

___ Provide opportunities for the collective student populations at the University to benefit.

___ Support diversity and inclusion programming opportunities.

___ Provide opportunities for students to learn from and interact with diverse students, faculty and staff.

Do you have a plan to …

        ___ Assess the need for the funds

        ___ Assess the outcomes of your program/opportunity

        ___ Present your findings/knowledge/information to the Inclusive Excellence
           Programming Committee and other entities on campus?

Part III: Detailed Proposal

Program description: Please include a 1-3 page, single-sided, double-spaced, Times 12-pt., detailed description of your program including:
- How the proposed activities meet the goals and award criteria of the Inclusive Excellence Grant
- Detailed timeline for planning and implementation
- Description of anticipated outcomes
- Assessment model used for evaluation
- How you plan to connect the funded work back to inclusive excellence within the campus community
- Discuss the ways you will facilitate engagement and involvement among diverse students

Part IV: Program Budget

Please provide a detailed budget of the financial amount requested and ways in which the money will be allocated. The use of the monetary resources must coincide with the stated timeline.

<u>**Certification Statement:**</u>

By signing this form, I (on behalf of my group, center, program, registered student organization and/or initiative) understand and acknowledge that if my group, center, program, registered student organization and/or initiative is awarded an Inclusive Excellence Student Program Grant, we shall:

- Provide a University general fund cost center for budget transfer of funds and a department or College fiscal agent to receive budget transfer
- Only use the funds for the purpose as set forth in our proposal, and for no other purpose(s)
- Spend the funds in accordance with all applicable University rules, regulations, policies and procedures, including those set forth in the Business Procedures Manual
- Remain in compliance with all University rules, regulations, policies and procedures and applicable laws
- Keep receipts and other documentation of our expenditures organized and accessible
- Immediately notify the Inclusive Excellence Programming Committee if we are unable to conduct our program/opportunity and are unable to use the funds
- Using the Summary Report Guidelines, submit a summary report to the Inclusive Excellence Programming Committee within 30 days of the conclusion of your program or by August 31st of the fiscal year of award.
- Funding from Inclusive Excellence Student Program Grant cannot be used for scholarships or cash award prizes.

If the final/total costs of our program/activity exceeds the amount of our grant, I acknowledge and understand that the amount of our grant is the entire amount we will receive and that there will be no additional funds provided.

I further acknowledge that we will abide by the University' non-discrimination policy and will not discriminate on the basis of race, color, national origin, ethnic origin, religion, creed, age, physical or mental disability, veteran status, uniformed service, political belief, sex, sexual orientation, gender identity, gender expression, pregnancy, marital status, genetic information, social or economic status, or whether the person is a smoker or nonsmoker, as long as the person complies with University policy concerning smoking.

Furthermore, I understand that failure to comply with any laws and/or any University policy or procedure may subject individuals, the group, center, program, registered student organization and/or initiative to suspension, reimbursement of funding, in addition to any restorative actions imposed pursuant to Code of Student Conduct or actions taken in accordance with Human Resources Policies and Procedures, Governing Regulations or Administrative Regulations as may be applicable.

_____   _____

Signature of Applicant   **Please Print Name   Date**

_____   _____

Signature of Applicant's Advisor   **Please Print Name   Date**
(if registered student organization)

_____   _____

Signature of Collaborative Partner   **Please Print Name   Date**

_____   _____

Signature of Collaborative Partner   **Please Print Name   Date**

*Department/College Fiscal Agent Contact Information (name, phone) Please Print:

_____

Inclusive Excellence Student Programs

Summary Report for Funded Projects

1. Describe the collaborative partnerships that were formed to carryout the work.

2. In what ways did your program or event increase respect and enhance an understanding of diversity, inclusion and/or social justice at UK?

3. Explain how your work provided opportunities for the collective student populations at UK to interact with diverse groups and benefit from inclusive excellence.

4. How do you think your event facilitated dialogue and understanding of differences?

5. How many people participated in your program or event?

6. Besides from the number of people who participated, what other information can you provide that suggests your event was successful?

7. Explain the extent to which your program or event will have a signififcant impact in future years..