

Diversity for Community Committee Proposal Funding Guidelines

The Diversity for Community Committee (DCC) welcomes proposals from college faculty, staff, and students for projects that enhance our knowledge, skills, and professional dispositions, directly related to issues of diversity (e.g., ethnicity, race, socioeconomic status, gender, exceptionalities, language, religion, sexual orientation, and geographical area). The DCC seeks to support research and experiences that develop the ability of candidates and professionals to work with diverse populations, including P-12, adult education, and higher education communities. These grants can be used for research, to present at conferences, or to pay for honoraria and travel expenses of invited guests. Typically successful proposals are funded up to \$2,000. Successful applicants will be asked to share their research results, project outcomes, and experience at a college brown-bag lunch or make a formal presentation to the college community. Proposals will be scored on these criteria:

1. Project Description
2. Project Work Plan
3. Relationship to Position Responsibilities
4. Support for the Mission of the College of Education
5. Benefits to the Students, Staff, and Faculty of the College of Education
6. Requested Funding and Detailed Budget

Process for Proposal Submission and Review:

- A) Applicant submits required materials to the Chair of the Diversity for Community Committee (or her/his designee) no later than 2 months prior to the proposed activity.
- B) The Diversity for Community Committee reviews all proposals during their monthly meetings.
- C) The Chair of the Diversity for Community Committee (or her/his designee) will notify the applicant as to the status of the request within 30 days of the proposal submission.

Criteria for Consideration for Proposal Funding:

- A) Must be an undergraduate or graduate student currently enrolled at K-State at the time of proposal submission and majoring in Education or a faculty/staff member currently employed in, or collaborating with, the College of Education.
- B) Must submit a typed narrative statement that includes the following information:
 - 1) Statement of the applicant's status in, or relationship to, the College of Education (e.g., undergraduate student v. graduate student v. faculty/staff) and department affiliation and/or major
 - 2) Detailed description of the proposed activity and how that activity relates to current educational progress or position responsibilities
 - 3) Detailed description of how the proposed activity supports the mission of the College of Education
 - 4) Detailed description of how knowledge and/or skills gained through the diversity-related activity will benefit students, staff, and/or faculty in the College of Education. At the very least, it is expected that recipients of funding will make a formal presentation to College of Education students and/or faculty/staff within the academic year, upon completion of the proposed activity.

- C) Must submit a detailed budget for the proposed activity that includes information regarding all sources of funding. It is expected that the applicant seek other sources of funding for the proposed activity.
- D) If the applicant is a student: Must submit a letter of recommendation from a College of Education faculty/staff advisor or current instructor.
- E) If the applicant is a student: Must submit a current transcript.
- F) If the applicant is a faculty/staff member: Must submit an abbreviated vita.

Note: The ultimate approval for funding regarding distribution of funds from this budget lie with the Office of the Assistant Dean for Diversity.

Note: Exceptions to any of the above guidelines, or requests for additional information, may be made at the discretion of the Diversity for Community Committee. Receipt of funding for one proposal does not guarantee receipt of funding for additional proposals; funding decisions will be based on the individual merits of each proposal.

Questions? Contact the Chair of the Diversity for Community Committee:

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