

## **Request for Proposals EWU Board of Trustees' Diversity Initiative**

### **Purpose and Description:**

The Board of Trustees' Diversity Initiative provides funding for promising and high quality faculty, staff, and student projects, including research, that promote diversity and inclusion at Eastern Washington University.

The Diversity Initiative seeks to engage members of the EWU community in meaningful dialogue and activities intended to build a stronger community that is inclusive, respectful, and supportive of all of its members; a community that celebrates its diversity and its unity; a community that expects honesty; and that provides an environment for safe interaction among its members.

<https://sites.ewu.edu/diversityandinclusion/bot-diversity-initiative/>

Faculty, staff, and students at Eastern Washington University are eligible to apply for funding. Student applicants must be affiliated with a campus department or club or ASEWU.

These funds are all state funds and must be expensed according to university and state policies.

Proposals will be accepted for the following categories (please refer to Attachment A for a further explanation of these categories):

- Curriculum;
- Student Recruitment/Retention;
- Campus Climate.

Proposed projects must also respond to one or more of the following Board of Trustees' Diversity priorities:

- Represent a collaborative and/or interdisciplinary endeavor that involves two or more departments, programs, groups, etc.;
- Align with the EWU Mission, EWU Strategic Plan, and/or the EWU Board of Trustees' Diversity Initiative Plan;
- Encourage a long-term commitment to dramatic, integrative, positive, and lasting change;
- Extend, enhance, and/or apply our understanding of EWU-based underrepresented campus constituencies (including, but not limited to, research on ethnicity, race, diverse language groups, sexual orientations, mental or physical abilities, and first-generation college students); and/or
- Employ an innovative, unique, and/or previously untried approach to realizing Eastern's potential as a diverse institution.

### **Deadline:**

**May 31**, No extensions will be allowed.

### **Program Criteria:**

Priority will be given to projects that:

- Have broad university impact;
- Result in tangible outcomes, sustainability, and capacity-building;
- Have an appropriate and realistic timeline;
- Have measureable outcomes;
- Promote and encourage collaboration between disciplines and departments; with faculty, staff, and students and the university and the greater community;
- Address critical issues of diversity in higher education;
- Leverage institutional and/or external financial and human resources;
- Maximum funding available, **\$2000.00** per application;

### **Proposal Format:**

The proposal must be submitted on the attached Diversity Initiative Application and include the following components:

- Cover Page:  
Title of Project/Proposal  
Funding Category  
Names, phone numbers, emails of all principal applicants  
Brief description of the project and statement of purpose (limited to 200 words)  
Amount requested (**not to exceed \$2000.00**)  
Signatures of all applicants and of approving officials (i.e., dean, director, vice president, etc.)
- Proposal Narrative (text double spaced, not to exceed 4 pages, 12 point type): A  
Detailed description of the proposed project  
Statement of how the project/proposal reflects the BOT Diversity priorities  
Description of intended impact/outcomes, timeline, and project evaluation measures  
Identification of project personnel and a statement of their qualifications for carrying out the project  
Itemized budget including amount requested and contributed funds/resources
- Supporting documentation:  
Supporting documentation, not limited to dean, college or departmental letters of support and other letters of support from persons/units contributing resources to the project.

### **Submission Process and Guidance:**

- Applicants must follow the proposal instructions above. Applications that do not follow the proposal instructions, that are incomplete, or are received after the deadline will not be considered.
- New projects will be given priority in the selection process over projects that have previously received support through the Diversity Initiative.

- Applications for recurring projects must include significant new elements or activities in order to be considered for funding.
- It is recommended that applications for campus and community events be carried out during the academic year.
- Please submit an electronic copy; PDF signed submission of the entire application package of the proposal to: **Kim Davis, Diversity Initiative Review Committee**, at kdavis2@ewu on or before the deadline. Please indicate **“Diversity Initiative”** in the email subject heading.

**Selection Process:**

The Diversity Initiative Review Committee will review the applications. The committee will rank each proposal using the program criteria listed above and make a recommendation for funding.

- Notice of Award:  
Proposals submitted by May 31 (current year); applicants will be notified by August 1 (current year); projects must be concluded by May 31 (the following year) and final report is due by June 15 (following year).
- Please note attachments A and B (Category definitions and Award Checklist/Orientation).
- Successful applicants must participate in a mandatory orientation regarding their responsibilities under this program.
- Institutional Contacts:  
Kim Davis, Chair, Diversity Initiative Review Committee, kdavis2@ewu.edu.