**Strategic Diversity Initiative Committee**

**Request for Proposals**

**Summary**

The Strategic Diversity Initiative Committee (SDIC) grant program was established to further the University of Wyoming’s goals related to strengthening diversity and inclusiveness. The SDIC seeks applications for funding to address these goals.

All successful grants will address one or more of the goals found in the “Diversity” section of *The Creation of the Future: University Plan 3, 2009-2014.* See Appendix A for the full text of this section.

**Eligibility**

Applicants must be UW students, staff, or faculty during the funded grant period. Applicants from the Laramie community may apply in cooperation with eligible UW students, staff, or faculty. ***The SDIC encourages staff employed at all levels and in varied positions to consider how they might further the university’s diversity related goals and to apply for funding.***

**Reporting Requirements**

In order to ensure that projects make every effort to achieve the outcomes proposed in the grant, funded applicants will be required to submit a one-page Summary Report to the SDIC at the completion of the project or at the end of the funding year. Summary reports will be posted online and available to the public. Grantees that do not fulfill the reporting requirement will not be eligible for future SDIC funding. Significant changes to the funded project must be pre‑approved by the SDIC.

**Application Format**

Applications must be submitted electronically via email to *sdic-grants@uwyo.edu* as a single file attachment in *.doc*, *.docx*, or *.pdf* format. Application materials that arrive as more than one attachment will not be considered for funding. Incomplete applications and applications that do not adhere to grant application instructions will not be considered for funding.

**Funding**

Applications will be considered for funding based on a number of criteria including the degree to which they address a UW diversity goal or goals, the quality of the plan of action and means of assessing outcomes, and the extent to which the proposed budget is appropriate to fulfilling the objectives of the grant.

**Assistance**

Please email *sdic-grants@uwyo.edu* if you have questions about the application process and materials or require assistance. **SDIC Grant Application Instructions**

Applications must include:

* Cover Form (attached) including a Project Abstract (abstracts from funded grants will be posted online and available to the public). Note that the duration of the funded project may not exceed the end of the current fiscal year.
* Project Narrative must be submitted in the following format
  + *Page limit*: Maximum of four typewritten, single-sided, double-spaced pages.
  + *Format:* 12 pt font and 1” margins

Successful narratives will include:

* An overview of the project including a description of the organizations involved, the credentials of key personnel as they relate to carrying out the grant, the intended outcomes of grant funding, and how the intended outcomes relate to the goals listed in Appendix A.
* The “population” or group to be served or targeted under the grant.
* A detailed plan of action for carrying out grant activities including measurable project goals and timeframes for completion.
* A plan for measuring project results and outcomes and the type of information/data that will be gathered to prepare the final Summary Report.
* Detailed Budget and Budget Narrative (see attached). Budgets must not exceed $15,000. Proposals may be funded at less than the full amount requested so please be specific when itemizing and prioritizing your budget. If your grant goals cannot be accomplished without additional funding provided from other resources, please discuss those resources in the Budget Narrative.

SDIC funds may be used to pay individuals to carry out grant goals. However, in regard to benefitted, salaried employees of UW, funds may not be used to 1. Replace a portion of a salary; 2. Increase the FTE of a position; 3. Enhance payment to an employee in excess of current UW pay; or 4. Make payment to faculty or academic professionals during the summer term.

Provide brief Letters of Commitment from any individuals or organizations that are key to carrying out the goals of the grant, but not listed among the co‑applicants (e.g. a UW office that agrees to manage grant funding and expenditures on behalf of a grantee, an organization whose cooperation is necessary to carrying out the grant plan, or an office that is providing additional non-grant funds necessary to achieving successful outcomes). “Letters of Commitment” may be provided in email form and may be inserted into the grant application in email format. General “letters of support” are not necessary.

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**Grant Proposal**

**Cover Form**

|  |  |
| --- | --- |
| **Proposal Title:** |  |
| **Primary Applicant Name:** |  |
| **Co-applicant Name  (if applicable):** |  |
| **Applicant Organization Name (if applicable):** |  |
| **Mailing Address:** | Address 1: Address 2:  City: State: Zip: |
| **Email / Phone:** | Email: Phone: |
| **Applicant Eligibility:** | \_\_\_\_ UW Student \_\_\_\_ UW Faculty \_\_\_\_ UW Staff  \_\_\_\_ Laramie community member/organization in cooperation with UW |
|  |  |
| **Accounting Staff Name:** |  |
| **Accting Staff Email/Phone:** | Email: Phone: |
| **Acct # for Deposit of Funds**  **(Sect I, Current FY only please):** |  |
|  |  |
| **Total Funding Requested:** | $ |
| **Dates/Duration of Project (may not exceed FY):** | to |
|  |  |
| **Primary UW Goal(s) Addressed through the Grant (see Appendix A):** |  |
|  |  |
| **Brief Project Abstract (Please limit to 250 words):** |  |

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**Grant Proposal**

**Project Narrative***(use formatting and page limits provided in the application instructions)*

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**Grant Proposal**

**Detailed Budget and Budget Narrative***(there is no page limit for the budget and budget narrative)*

**Detailed Budget:** Expand as needed. Be specific in regard to costs, e.g.*Hotel: 2 rooms x 2 nights x $85 per night…*

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| --- | --- | --- |
| **Category/Item** | **Description/Notes** | **Amount Requested** |
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|  | ***Total Funding Requested:*** |  |

**Budget Narrative:** You may provide additional information regarding budget items and/or amounts if you wish. If funds from other sources are being used to support this project, please describe them here.

**Strategic Diversity Initiative Committee**

**Grant Proposal**

**Letter/Statements(s) of Commitment***(if applicable)*

**Appendix A: SDIC RFP**

Excerpt from: *The Creation of the Future: University Plan 3, 2009-2014,* Office of Academic Affairs, University of Wyoming, March 2009

**Diversity**

As the state provides new opportunities for its students, responsibility falls to UW to maintain an inclusive environment for teaching and learning. We must continue reaching out to those for whom opportunity may not come so easily: students of color, students of limited economic means, students who have never dreamed of going to college. And we must cultivate the diverse and heterogeneous society that our graduates will find as they enter increasingly multicultural workplaces and communities.

The action items included under this heading help advance these values, articulated in more depth through the university’s diversity statement:

UW DIVERSITY STATEMENT

The University of Wyoming aims to be a leader among higher education institutions in the Rocky Mountain region in designing and implementing diversity initiatives. Our ultimate goal is to engage in strategic activities designed to promote a university environment that appeals to individuals from varied backgrounds and beliefs. We are not interested in political correctness. Instead, we welcome diversity because it dynamically enriches our collective scholarly productivity and creativity. The university therefore welcomes, encourages, and actively solicits new ideas and strategic approaches to achieving diversity.

The university seeks to embody in the minds of its administrators, faculty, staff, students, and visitors a warm and open human spirit. We also look forward to establishing a more visible partnership with the greater Wyoming community. We seek to complement the state’s appreciation for and celebration of individualism, a principle that we see as strengthening a community’s commitment to diversity. The university continues to endorse an environment free of discrimination because we know that fairness, tolerance, freedom, and diversity are essential for effective teaching and learning. We believe that we can secure a climate of acceptance and mutual respect for different opinions, cultures, experiences and personalities. We are committed to evaluating, endorsing, and supporting viable diversity initiatives.

**Action Item 32 *Partnerships with HBCUs and other minority-serving institutions.*** *The Office of Academic Affairs and the Diversity Office will coordinate the development of substantive academic ties with historically black colleges and universities. A key starting point will be the memorandum of understanding that the Office of Academic Affairs executed in 2008 with the National Center for Atmospheric Research, Howard University, Hampton University, North Carolina Agricultural and Technical University, and Jackson State University.*

UW’s programs in African-American Studies, American Indian Studies, and Chicano Studies draw upon the perspectives and talents of faculty members in a wide variety of contributing departments. For this system to work well, the contributions from these departments must be predictable, sustainable, and sufficient to cover the core courses. To inform decisions about these department-level commitments and their implications for central position management, we see a need for a staffing plan for these programs.

**Action Item 33 *Staffing plan for the ethnic studies programs.*** *The Dean of Arts and Sciences, in collaboration with the directors of African-American Studies, American Indian Studies, and Chicano Studies, will develop a staffing plan for these programs. The plan should include (1) an analysis of the programs’ curricula, (2) an assessment of the workforce needed to deliver them, and (3) a proposal for identifying and obtaining stable commitments from appropriate academic departments to meet those needs. The plan should take into account the emerging proposal to develop a common methods course for the three programs.*

UW has arguably had less success in retaining women and people of color on the faculty than in recruiting them. Recent first steps in analyzing this problem have included a statistical analysis of salary equity, participation in a nationwide survey on the experiences of early-career faculty members, and an examination by the University Tenure and Promotion Committee of potentially subtle barriers to reappointment, tenure, and promotion, especially for women in some technical fields and faculty members of color across the institution. The issue’s very persistence — at UW and at research universities nationally — suggests that additional measures are worth pursuing.

**Action Item 34 *Retaining women and people of color on the faculty.*** *The Office of Academic Affairs endorses the following measures to promote greater diversity among UW faculty and academic professionals:*

*1. Continued use of the* ***Academic Affairs diversity funding pool****, to help support start-up packages, early career development, and domestic partner accommodations for newly hired faculty members from underrepresented groups.*

*2. Continued* ***monitoring of faculty and academic professional salaries****, in preparation for each raise exercise, to help identify and correct emerging salary discrepancies that may be attributable solely to factors related to sex, race, or ethnicity.*

*3. Continued efforts by the Faculty Senate’s University Tenure and Promotion Committee to examine* ***potential barriers to reappointment, tenure, promotion, and extended-term contracts*** *faced by women and people of color.*

*4. UW’s continued* ***participation in COACHE****, the national Coalition on Academic Careers in Higher Education, to help understand and mitigate factors that inappropriately hinder the success of early-career faculty members.*

*5. A study of options for enhancing employees’ and students’* ***access to child care****.*

**Action Item 35 *Broader mission for PACMWA.*** *The Associate Vice President for Diversity will coordinate a transition of the President’s Advisory Council for Women’s and Minority Affairs to a new council with a broader mission. The new council will retain a central role in advising the President and will assist in the creation of an institutional environment and a Laramie community environment free of discrimination for all people. The new council will work directly with the Office of Diversity (1) to encourage diversity in teaching and learning; (2) to foster a welcoming community for historically marginalized groups at UW and in the Laramie community; (3) to promote a climate of acceptance and mutual respect for different opinions, cultures, and experiences; and (4) to support the recruitment and retention of a diverse student body, faculty, and staff.*

**Action Item 36 *Recruitment and retention of staff members of color.*** *The Vice President for Administration will establish a diversity funding pool, analogous to that maintained in the Office of Academic Affairs, to help promote diverse staff hiring and career advancement.*

An issue of increasing prominence in the American workplace is providing fair, equitable benefits to domestic partners of UW employees. For UW to remain competitive with the corporate sector, with the top tier of private universities, and with an increasing number of our public peer institutions, we must follow through with the university’s efforts to develop expanded health insurance coverage and a sound strategy for funding an appropriate suite of benefits.

**Action Item 37 *Health-care benefits for domestic partners.*** *The UW Board of Trustees will consider a UW-funded plan to provide vouchers redeemable for health insurance benefits for unmarried domestic partners of UW employees, based on recent feasibility studies sponsored by the Divisions of Academic Affairs and Administration. Such a voucher plan is a near-term measure, aimed at providing coverage with the understanding that true parity in domestic partner benefits will require changes in the group insurance plan that applies to all Wyoming state employees.*

UW has made significant progress toward full access for students and employees with disabilities. An important task for UW for the near future will be implementation of key recommendations made by UW’s disability services task force.

**Action Item 38 *Access for students and employees with disabilities.*** *The Vice Presidents for Administration; Student Affairs; and Government, Community, and Legal Affairs will identify key recommendations made by UW’s 2007 disability services task force, together with a fiscal plan and timeline for implementing those key recommendations.*