
THE GEORGE WASHINGTON UNIVERSITY

WASHINGTON, DC

Innovation in Diversity and Inclusion

Grants Application

Mission Statement:

Diversity and Inclusion are essential elements of the George Washington University's institutional values. In order to achieve academic excellence in today's changing world, it is critical to actively and intentionally incorporate a broad range of experiences and perspectives.

The aim of the Innovation in Diversity and Inclusion (IDI) grants program is to expand the capacity of the institution in two ways: First, in its capacity to engage all members of the GW community in advancing the principles of diversity and inclusion in substantive ways; Second, in its capacity to equip our community members with the skills and resources to accomplish institutional goals related to diversity and inclusion.

To pursue these outcomes, the IDI grants program offers funding for students, faculty, staff, and units to develop projects that use the lens of diversity and inclusion to advance GW's educational research and service mission. By facilitating interactions, activities, and different conversations around all aspects of diversity, the IDI grants program recognizes that every member of the GW community has a unique perspective and understanding, and each plays an important role in transforming our community to become more welcoming, inclusive, and supportive.

Deadline and submission process:

For the 2014-15 academic year, applications are due by May 1, 2014 for the fall semester and October 15, 2014 for the spring semester. For those two deadlines, applicants will be notified on or around June 1, 2014 and November 15, 2014. See table below.

Please note that all funds are awarded for the fiscal year beginning July 1 and ending the following June 30.

<u>2014-15 Academic Year</u>		
Application Due		Notification by
May 1, 2014		June 1, 2014
Oct 15, 2014		Nov 15, 2014

Applications may be submitted electronically to the following email address: diverse@gwu.edu , or on the Office of the Vice Provost for Diversity and Inclusion (OVPDI) website <http://www.gwu.edu/diversity> .

Only complete applications will be reviewed. For frequently asked questions, please consult the Innovation in Diversity and Inclusion Grants program on the OVPDI webpage or call the office at **(202) 994-6534**.

Guidelines and Initial Notes:

- Grant funds may not be used for previous expenditures, permanent wages/salaries, activities that take place off-campus, and/or entertainment expenses with no educational component.
- Grant recipients should use award funding only for the purposes described in this grant application and approved by the OVPDI. Any exception to this must be brought to the attention of the OVPDI in advance and is subject to approval.
- In any grant recipient publication, including websites, annual reports, literature, newsletters or news releases, etc., where reference is made to funding sources, GW's Office of the Vice provost for Diversity and the Inclusion and the Innovation in Diversity and Inclusion grants program should be included.
- Upon conclusion of project/event, grant recipients are required to submit: 1) a final report which includes a narrative description of who participated, a brief assessment of outcomes (intended and unintended), and future plans for engaging diversity and inclusion efforts; and 2) a financial record to include all expenditures, income, and receipts.
- Grant recipients are expected to assist in sharing their experience with the GW community through the Office of Diversity and Inclusion newsletter and/or other publications and events.
- For examples of eligible and ineligible requests, see the Eligible/Ineligible Grant Examples document.
- There is no maximum or minimum amount for requests. The total pool of funding is \$50,000.

1) Primary Contact Information and Logistics

Applicant Names, Email Addresses, & Phone Numbers	
Primary Affiliation(s) with the University (Faculty, Staff, Student, Alumni, etc.)	
Departments/Schools & Positions/Majors	
Title of Project/Event	
Date(s) of Project/Event	
Grant Amount Requested	

2) Project Abstract: provide a summary description of the project's goals, location, audience, and relevance to diversity and inclusion **(300 words or less)**.

3) Project Description: provide an in-depth explanation of what the project is generally about, your motivation, your overall goals/learning outcomes, when and where your project will take place and why. **(4 single-space page maximum)**

Please include the following:

- Grant Purpose: describe why you believe such an activity would benefit the GW community as well as expand the capacity of diversity and inclusion at the university.
Note: If this is not the first iteration of the project, please detail how it will significantly expand or improve on those prior.
- Significance of Project to Diversity & Inclusion Mission: for assistance, consult the GW Statement on Diversity and Inclusion and the OVPDI vision and mission statement (both can be found on the OVPDI website).
- Assessment: how will you know if, and when, your project has accomplished its goals? How will the long-term impacts of this project be measured?
- Timetable: outline the major dates associated with your project.

4) **Budget:** submissions must include a completed IDI Budget Form. This template can be found on the website. This document does not count toward the 4-page limit and can be submitted as a separate document.

Note: consult the guidelines on the IDI Budget Form for restrictions on funding use.

5) **Are there any other details, considerations, or concerns of which the OVPDI should be aware?** For example, biographical information for any non-GW speakers should be provided.

Note: If this project has multiple participants/organizers, please list the additional contact information here.

6) **How did you hear about the IDI Grants Program?**

Note: This question is optional though highly encouraged. Answers here will help the OVPDI more effectively share this opportunity with all of GW.

By signing below, you certify to have read the above application materials and provided accurate information to the best of your knowledge. An application is not complete without a signature.

Applicant Name _____

Date _____

The Office of the Vice Provost for Diversity & Inclusion