



November 10, 2009

Dear Prospective Applicant:

The University of Wisconsin Oshkosh Diversity Council invites applicants to submit project proposals that may be funded for the 2009-2010 fiscal year. Applicants may be faculty, academic staff or student groups from recognized student organizations. (See Diversity Council website <http://www.uwosh.edu/2008/> to view "Inclusive Excellence-Plan 2008 and Beyond" and click on "2009-10 Innovation Grant Details" for proposal instructions and cover sheet.)

Proposals must address the *inclusive excellence initiative* which is UW System's successor to Plan 2008 and is designed to help UW institutions establish a set of comprehensive, well-coordinated strategic actions that foster greater diversity, equity, inclusion, and accountability at every level of institutional life. Inclusive Excellence (I.E.) builds on two ongoing projects that foster positive campus change, the Equity Scorecard and Campus Climate projects. The following website is information about frequently asked questions regarding I.E. (short version).

<http://www.uwsp.edu/equity/Inclusive%20Excellence/Inclusive%20Excellence%20FAQ-Short%20Version.pdf>

Proposals will require an assessment plan with measurable goals, a description, justification of the measures selected and a budget page clearly describing the purpose of funds. We ask that you address the proposed outcome of your project for this campus. Please provide contact names, identification of specific partners, if any, and other significant details in your proposal. A final report at the conclusion of your work is required.

The deadline for applications is Tuesday, December 1, 2009. Award notices will be mailed out by December 8, 2009, or as soon as possible thereafter. Please note that proposals approved for funding require that the dollars be expended by April 30, 2010. **Funds are not to be used for salaries or fringe benefits.** Total dollar amount of the individual grant request should not exceed \$2,500.00. *Note: Limited funding means that only a small number of proposals will be approved.*

The Diversity Council is ready to assist you in your work. Please feel free to contact me at (920) 424-3081 or burgos@uwosh.edu if you have any questions.

Sincerely yours,

Irma M. Burgos
Chair, UW Oshkosh Diversity Council

**Directions for Proposals
Diversity Council
Grants in Support of Inclusive Excellence**

Project Narrative (no more than 5 double-spaced pages)

Use the following sections to present clearly and concisely specific goals and assessment plans of the project you are requesting to be funded by the Diversity Council.

- Statement of Needs/Problem (How your project will address Inclusive Excellence.)
- Project description
- Assessment plan with measurable goals
- Justification of the measures selected
- Budget page clearly describing the purpose of funds (see below)
- Proposed outcome and sustainability of your project (include a timetable)

A final report at the conclusion of your work is required.

Budget Sheet

Amount Requested:

Name of Project:

Expenditures to include a detailed list of all expenses, such as supplies, transportation costs, etc.:

Time line associated with expenses including dates proposed for all activity and dates funding will be expended:

Name of project manager in charge of the budget:

Matching Funds:

*Note: It is very important that you keep careful records of your expenses, along with receipts, for your final project/expense report. Budgetary alterations that significantly affect your original proposal cannot be authorized and **initial allocations cannot be exceeded**. Expenses in excess of the approved budget will be the responsibility of your department/division.*

All projects will be required to submit an annual accountability Final Report of progress made to the Diversity Council on the goals stated in the project. A budget accounting will be part of your Final Report.



**Diversity Council
Grants in Support of Inclusive Excellence
Proposal Cover Sheet**

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- Use one cover sheet per proposal.
 - Please address correspondence to Irma M. Burgos, Chair of Diversity Council, and mail proposals to *Kristy DeBolt, Program Assistant, Provost's Office, UW Oshkosh, 800 Algoma Boulevard, Oshkosh, WI 54901*. Submissions must be postmarked no later than the **deadline Tuesday, December 1, 2009**.
 - Provide **12 copies** of the proposal.

Project Title _____

Amount Requested _____

Principal Investigator _____

Department/Unit _____

Campus Address _____

E-mail Address _____ Campus Phone _____ Campus FAX _____

Other Project Personnel (Include names, titles, and e-mail addresses.)

Name

Title

E-mail Address

Project Summary (100 words maximum)

Insert the summary on a separate sheet after this cover sheet and before the project narrative.

Institutional Approvals

Department/Unit Chair/Director

_____ Date _____

Dean

_____ Date _____

**DIVERSITY COUNCIL
INCLUSIVE EXCELLENCE GRANT
2009-10 FINAL REPORT**

Date of Final Report Submission: _____

Title of Proposal: _____

Proposal Submitted By: _____

Date of your project: _____

Please attach a Final Report that addresses each of the following areas:

- 1) Your outcomes, using your proposal as a guide. What was achieved that addresses equity and can be used by the campus community?
- 2) Assessment/Evaluation: Please address your assessment plan and findings. Link these findings to the goal of closing the achievement gap between students of color and their white counterparts. This information will become data that will inform our thinking in diversity and equity. It will be used when reporting about Plan 2008 to UW System, and to the campus community.
- 3) Your ability to complete the program as stated in your timeline. What else do you perceive would have been helpful in your program?
- 4) Sustainability: What plans are now underway to sustain this work? What are your future plans?
- 5) Budget: Include detailed list of all expenses (including receipts).

Please provide your final report within one week of the conclusion to:

Kristy DeBolt, Program Assistant
Provost's Office
Dempsey 335

Final report is due upon completion of your project. Thank you for your work on activities that positively impact the Inclusive Excellence Initiative.