

## **Office of the Vice President and Associate Provost for Diversity Funding Opportunities**

### **I. Statement of Purpose**

The Office of the Vice President and Associate Provost for Diversity is committed to the complex and dynamic process of creating an environment in which the benefits of diversity can be realized. We will achieve our goal to be preeminent in diversity when we have:

- A strong, demonstrable presence of diversity in our faculty, staff, students, administrators, and supporters, including specific demonstrations of recruiting and retention success for racial, ethnic and gender groups where they have been underrepresented in areas within the University;
- An environment where the opportunity to fully participate does not inappropriately or unintentionally depend on elements of an individual's identity; and
- An equitable environment where success depends on work effort and contributions that advance the mission of the University.

### **II. Funding Priorities**

We will give consideration to proposals that contribute to the University's core diversity strategies by enhancing one or more of the following:

1. **Accountability:** Programs that enhance or establish structures and processes that promote accountability for achieving our diversity goals.
2. **Climate:** Programs that promote or enhance an inclusive working and learning environment that fully recognizes, values, and integrates diversity.
3. **Equity:** Programs that promote a campus culture that is free from discrimination and harassment and one that is committed to valuing diverse skills, knowledge, and experience.

### **III. Eligibility**

Diversity grant opportunities are open to all Texas A&M University recognized student organizations, faculty, staff, and academic or administrative departments or units. To be eligible for funding support, at least one of the above Funding Priorities must be addressed.

### **IV. Application Procedures**

Submit grant proposals to:

Dr. Becky Petitt, Assistant Vice President for Diversity

607 Rudder Tower

TAMU 1360

College Station, TX 77843-1360

(979) 458-2905 (voice)

(979) 458-2906 (fax)

[diversity@tamu.edu](mailto:diversity@tamu.edu)

Applicants are to submit the following:

1. An executive summary of the proposal including the specific amount requested. Be sure to address how your program will address one or more of our funding priorities.
2. Objectives and Assessment: Share what you hope to accomplish, and why this is important. As part of this process, it is important to include a set of *desired outcomes* from your event. Ensure that your outcomes answer the questions: What is it that participants will know, feel, or be able to do as a result of this initiative; what demonstrated need is this initiative addressing; and what value will be added to the campus/community as a result of this initiative? Ensure that your assessment plan answers the questions: How will you know when your desired outcomes have been accomplished; and how will you judge the value added to the campus community? For further assistance on outcomes based assessment please refer to

<http://assessment.tamu.edu>. There you will find resources that can guide you as you write your outcomes and plan for assessing those outcomes.

3. Method for carrying out the project and an itemized budget including any matching funds or funds which have already been secured.
4. Contact information of individual(s) requesting the grant (please include contact name, organization or department, phone number, address, and email).

#### V. Limitations and Expectations

1. The maximum amount awarded to any program or initiative will not exceed \$500 unless otherwise approved by the Vice President and Associate Provost for Diversity. Grants will be awarded based on merits of proposals, financial need, and availability of funds.
2. There are no deadlines for grant proposals. Awards will continue to be disbursed until resources are exhausted.
3. We are interested in supporting new initiatives that meet a demonstrated diversity need and those that improve existing programs to better meet the needs of the campus community. Funds awarded are “one-time” only and are not intended to serve as a stable part of a unit or organization’s budget.
4. Award recipients are to acknowledge our sponsorship in all event advertisement materials by listing the “**Office of the Vice President and Associate Provost for Diversity**” within its contents.
5. Within two weeks of the completion of the program, recipients are obligated to forward a summary of the project, a copy of the advertisement materials, and a brief report of the results and assessment methods used. Please forward information to Dr. Becky Pettit at [diversity@tamu.edu](mailto:diversity@tamu.edu).
6. Funds will only be released when the above criteria is met. This means that funding will only be provided following the event, and the submission of a report for the event. Failure to provide required documentation will result in forfeiture of funding.

#### Checklist for Report to the Vice President and Associate Provost for Diversity

*Note: This report is to be completed within two weeks following the event. Funding will only be released following the submission of this report.*

- \_\_\_\_ 1. A final report documenting the event. Be sure to include a brief description of the event, the successes and areas for improvement for this event, and whether you intend to hold this event again in the future.
- \_\_\_\_ 2. A copy of all the promotional materials (fliers, listserv emails, posters, etc.), pictures from the event, and any handouts distributed as part of the event.
- \_\_\_\_ 3. A final assessment based on the outcomes previously submitted. Along with this assessment, please include your analysis which should minimally consist of: findings from the assessment instrument, an interpretation of your findings, and recommendations for future events (have there been any other pressing needs identified as a result of this program and assessment?).