2010 Overview of Funding for:
“Creating Inclusive Excellence at Michigan State University”

Significant time has been dedicated to initiating the Boldness by Design strategic imperatives building on MSU’s values. Foremost among our values are quality, connectivity, and inclusiveness. During the President’s 2005 Founder’s Day Address, inclusiveness was defined as follows: “providing opportunity for learners from all backgrounds—bringing their passion and talent to join a vibrant, intellectual community built on mutual respect—to experience and to multiply the benefits of the power of knowledge throughout their lives.” The MSU community has the opportunity to create synergy within and across organizational systems in support of an inclusive educational and work environment through the “Creating Inclusive Excellence at Michigan State University” funding.

Previously, funding for diversity initiatives was provided through “Creating a More Diverse and Connected Community.” In 2006, along with the traditional non-recurring funding, a new opportunity was made available for inclusive excellence initiatives by Colleges and Academic Units that may be broader in scope, that will aggressively enhance academic quality, and through clearly articulated outcomes, demonstrably benefit students. Proposals for Category 1: College and Academic Unit Funding, should be aligned with the BbD strategic imperatives and also incorporate the institutional value of inclusiveness. Funding for multiple year projects may be made under this category.

Category 1: Requests for Proposals—College and Academic Units: Creating Inclusive Excellence at MSU. Please note, while a request may be made for multiple-year funding, a meritorious proposal may be deemed more appropriate for one year of funding. Details on requests for proposals and determination of funding type are found in Appendix One.

Category 2(a) and (b): Requests for Proposals—(a) College and Academic Unit, or (b) Other Academic/Administrative Unit Individual or Group: Creating Inclusive Excellence at MSU. Non-recurring funding is available for colleges, or academic unit requests that are supported by the college, and a individual or group of faculty and/or staff in departments, schools or all other major administrative units (e.g., Finance and Operations, or Student Affairs and Services, etc.). Students may submit proposals with endorsement by faculty and/or staff. Proposals for projects or programs that are not ad hoc must include an explanation regarding the sustainability of the project or program beyond the funding period by the college, academic or administrative unit. Multiple-year funding is not generally available, but may be considered where appropriate. See Appendix Two.

Directions and Deadline for Submission

Proposals may be submitted electronically (preferred method) by Monday, May 24, 2010, to both Paulette Granberry Russell (prussell@msu.edu) and Jennifer Mitchner (mitchner@msu.edu). You will receive a confirmation via email. Submission information and materials are also available on our website at http://www.inclusion.msu.edu/research.

A hard copy may also be mailed to:
Paulette Granberry Russell/Jennifer Mitchner
Office for Inclusion and Intercultural Initiatives
444 Administration Building

To review past projects that received CIE grants, visit our website at www.inclusion.msu.edu and click on Inclusive Excellence then Past Recipients.

1 Enhance the student experience, increase research opportunities, expand the international reach of MSU, enrich community life and university outreach, and strengthen the stewardship of MSU.
Appendix One
Request for Proposals from Colleges and Academic Units:
“Creating Inclusive Excellence at MSU”

Category 1: College and Academic Unit Proposals (Quality Funds – multi-year funding)

Purpose and Goals

Proposals should be based on the objective to create inclusive excellence and enhance student experiences. In defining what is meant by inclusive excellence, the American Association of Colleges & Universities (“AAC&U”) commissioned three papers—Making Diversity Work on Campus: A Research-Based Perspective; Achieving Equitable Educational Outcomes with All Students: The Institutions Roles and Responsibilities; and Toward a Model of Inclusive Excellence and Change in Postsecondary Institutions. The AAC&U multi-year effort was designed to help universities: “(a) integrate their diversity and quality efforts, (b) situate this work at the core of institutional functioning, and (c) realize the educational benefits available to students and to the institution when this integration is done well and is sustained over time.” (Clayton-Pedersen and Musil 2005). Proposals for funding can be guided by the following four primary elements advanced by the AAC&U for defining inclusive excellence and are to be consistent with MSU’s Boldness by Design five strategic imperatives.

1. A focus on student intellectual and social development
2. A purposeful development and utilization of organizational resources to enhance student learning.
3. Attention to the cultural differences learners bring to the educational experience and that enhance the enterprise.
4. A welcoming community that engages all of its diversity in the service of student and organizational learning.

Proposals can include, but are not limited to, strategic initiatives in the following areas (Williams, Berger, McClendon 2005):

1. Access, Inclusion, and Equity – initiatives designed to enhance diversity and success among students, faculty, and staff at the University (e.g., a proposal that identifies as an outcome increased retention of faculty and students).
2. Inclusion in the formal and informal curriculum – inclusive content in courses, programs, and experiences across the various academic programs and in the social dimensions of the campus environment.
3. Campus Climate – The development of a campus climate that is supportive of all who live and work here.
4. Student learning and Development – The acquisition of content knowledge about diverse groups and cultures and the development of cognitive complexity and enhanced critical thinking.
Proposal Format

Based on the reforms of the annual budget planning process, including the goal to simplify the process
where feasible, we are asking that proposals not exceed more than four pages of narrative, and include
the following to be considered:

1. A completed **2010-2011 Creating Inclusive Excellence Funding Request Contact Sheet** form
   (Word or Excel)
2. Primary focus or beneficiaries of the proposal (undergraduate students, graduate students,
   faculty, others)
3. Brief description of the proposed program or activity
4. Briefly describe the problem or opportunity you seek to address
5. Summarize the type of work or activities that the request will fund
6. Evidence of support from Department Chair(s)/Director(s)/Dean(s) of the College(s)
7. Outcomes and Impacts: what outcomes do you expect, and for each outcome you identify,
   indicate the following—Who benefits; what measures will you use to assess impacts, outcomes,
   benefits; what milestones with reference to these measures do you expect and proposed for
   accountability
8. Budget and Personnel (provide if the request is for **multiple-** or **one-year** funding and good
   faith estimates on project cost, which at a minimum should include detailed costs for the
   following:
   a. Salary and wages (where appropriate)
   b. Equipment
   c. SS&E
   d. Other costs
   e. Unit match
   f. Any external funding sources and the amount
   g. Total FTE(S) to be hired through this project (include tenure stream faculty, temporary
      personnel, and FTE GA or RA)

**Determination of Funding Type**
After review, it may be determined that a proposal for **multiple-year** funds may be meritorious and
warrant funding, but the decision is to offer **one-year** funding. Under these circumstances, the decision
will be discussed with the college or academic unit administrator prior to notice of the award. Factors
that influence this decision can include whether the project or aspects of the project should be piloted on
a short term basis, and the balance of available Category 1 funds.

---

2 **Multiple-year** funds for FTE(S) in support of the project will be considered. However, as noted in “Determination of
Funding Type” above, factors that influence this decision can include whether the project or aspects of the project should be
piloted on a short term basis, and balance of recurring funds.
Appendix Two
Request for Proposals from Colleges and Academic Units, or
Other Academic/Administrative Unit Individual or Group Proposals for:
“Creating Inclusive Excellence at MSU”

Category 2(a): College and Academic Unit Proposals (One-year, non-recurring funds)

Purpose and Goals
The goal to create inclusive excellence at MSU can be accomplished by colleges working both more
collaboratively and intensely. Just as research, scholarship, and teaching cut across disciplines and
colleges, so too must programs for enhancing inclusiveness for faculty, staff, and students. Projects that
enhance diversity within departments and schools, collaboratively within colleges and between colleges
are acceptable proposals and are encouraged. In addition to increased collaboration, colleges will need
to establish performance goals and mechanisms for evaluating performance against goals. Identifying
the needs of a diverse set of students, staff, and faculty, and executing programs to meet those needs,
will also require increased investments by colleges and the University.

The Senior Advisor to the President for Diversity and Director, Office for Inclusion and Intercultural
Initiatives requests proposals from colleges and academic units with written indication of support by
the college or academic unit for creating inclusive excellence at MSU. Other funds are available to
support additional diversity and inclusion projects. Please contact Ms. Paulette Granberry Russell (353-
3924 or prussell@msu.edu) for relevant details.

Proposal Format
Proposals supported by the college as evidenced by written confirmation of support from the
Department Chair(s)/Director(s)/Dean(s) of the College(s), should focus on effecting long-term
change in the requesting units. We are asking that proposals not exceed more than four pages of
narrative, and include the following to be considered:

1. A completed 2010-2011 Creating Inclusive Excellence Funding Request Contact Sheet (Word
   or Excel)

2. Description of the Project: Provide no more than three pages of narrative to describe the
   activities included in the proposed project or program. The description should include discussion
   of how any funds requested will support activities and what outcomes are expected from those
   activities.

3. Evaluation of the project. Provide no more than two pages of narrative on how the effects of the
   project will be measured. Identify measures or processes that will provide feedback to the
   requesting unit during the implementation of the project to solve any problems that arise and
   measures that demonstrate that anticipated outcomes have been achieved in whole, part, or not at
   all. Learning what has not worked can be of equal importance to documenting success.

4. Sustainability: The sustainability of the project or program should be discussed in the proposal.
   Provide no more than one page of narrative describing how the project or program will be
   sustained and integrated into the regular operations/activities of the requesting units. Proposals
   for ad hoc projects or programs can also be submitted, however, the expectation is that non-
   recurring funding should lead to ongoing, recurring support by the unit.
5. **Budget**: Provide a **one-page summary** of requested funds. Funds cannot be used for recurring expenses, space alterations, or capital outlay. Include a description of how the requested funds support the project if not already identified in the project description.

6. **Personnel**: Provide a list of those persons responsible for managing and carrying out the project, including a description of specific project duties.

**Review Criteria**

1. **Significance**: Does the proposed project address a problem or opportunity that will make a measurable improvement in the climate for diversity in the college(s) and University? If the aims of the program are achieved, how will ‘best practice knowledge’ be enhanced in the college(s) and University? Will the program act as a model for other units in the University or in higher education generally?

2. **Collaboration**: Does the proposed project involve collaboration within a college and with other colleges or other support units (e.g., Student Services, Residence Life, University Undergraduate Division, etc.)? Whether or not the proposed project is targeted at only one college, how will its results be disseminated or shared with other units? Collaboration can be manifested in relationships with other educational institutions, communities and other entities.

3. **Outcomes**: What effect is the proposed project intended to have on the climate for diversity and inclusiveness? Is it likely to achieve these effects?

4. **Sustainability**: Are there clear and attainable plans for sustaining the project beyond the funding provided? Does the proposal identify specific internal funds or resources for continuing the project, if it meets the stated outcomes? If not, the proposal should clearly indicate that the project or program is intended to be *ad hoc* with no plans for sustainability beyond the proposed project or program.

5. **Evaluation**: Does the proposal identify measures for feedback during implementation and a mechanism for solving any problems confronted during implementation? Are the proposed outcomes adequately and completely assessed by the identified performance measures?

6. **Administrator Endorsement**: Provide a letter or other indication of support from the **Department Chair(s)/Director(s)/Dean(s) of the College(s)**

**Available Funds**

It is anticipated that between three to five awards will be made each cycle. Awards will range from $20,000 to $35,000. No matching funds are required, but contribution of resources to sustain the program in the future is expected. At this time, we do not plan on offering multi-year grants, but would entertain exceptional proposals that request such funding arrangements. Grants will be awarded on a fiscal year basis.

**Individuals or groups that find themselves with unique opportunities outside of the regular submission cycle may apply for funds, but must include a rationale for submission outside of the expected timeline.**
Category 2(b): Other Academic/Administrative Unit Individual or Group Proposals (Non-recurring Funds)

Purpose and Goals
The strategic imperatives of MSU’s Boldness by Design reaffirm the value of inclusiveness throughout the institution. The Offices of the Provost, Vice President for Finance and Operations, and the Vice President for Student Affairs and Services seek proposals from individuals or groups of faculty and staff in departments, schools or all other major administrative units that fall outside the normal Budget Planning Process of a college. When appropriate, students may be included in proposals. Student groups also may apply separately for these funds, however; such requests must have the endorsement of a faculty or staff member, and a unit must be identified as the recipient and manager of the approved funding. NOTE: A requirement for funding is that the project or planned initiative is implemented by the individual, group, or organization submitting the proposal.

In an effort to expand the range of projects that might be funded, while still preserving funds for “late-breaking” ideas, proposals will be accepted for full-year, as well as single events or projects. Individuals or groups that find themselves with unique opportunities outside of the regular submission cycle may apply for funds, but must include a rationale for submission outside of the expected timeline.

Proposal Format
Proposals can have any focus as long as review criteria are satisfied. We are asking that proposals not exceed more than four pages of narrative, and include the following to be considered:

1. A completed 2010-2011 Creating Inclusive Excellence Funding Request Contact Sheet form (Word or Excel)

2. Description of the Project: The description should include discussion of how any funds requested will support activities and what outcomes are expected from those activities. Examples of past projects include invited speakers, exhibits, training and development for faculty or staff, and curriculum enhancement. Projects should be completed in one fiscal year or less.

3. Budget: Provide a one-page summary of requested funds. Funds cannot be used for recurring expenses, space alterations, or capital outlay. Include a description of how the requested funds support the project if not already identified in the project description.

4. Sustainability: The sustainability of the project or program should be discussed in the proposal. Provide no more than one page of narrative describing how the project or program will be sustained and integrated into the regular operations/activities of the requesting units. Proposals for ad hoc projects or programs can also be submitted, however, the expectation is that non-recurring funding should lead to ongoing, recurring support by the unit.

5. Personnel: Provide a list of those persons responsible for managing and carrying out the project, including a description of specific project duties.

3 Opportunities for such projects occasionally can also arise on a collegiate basis, especially in the small, non-departmentally organized colleges. Proposals for such projects are welcome, although are not intended to be a substitute for proposals to be submitted via the College and Academic Unit Proposal Process for non-recurring funds review outlined above.
6. **Administrator Endorsement**: Provide a letter or other indication of support from all unit administrators of project personnel. In the case of a student submission, the letter should indicate the endorsement of a faculty or staff member and which administrative unit will administer the allocation of funds.

**Review Criteria**

1. **Significance**: Does the proposed project address problem or opportunity that will contribute to improvement in the climate for diversity in the University? Will the program act as a model for other units in the University or in higher education generally?

2. **Sustainability**: Are there clear and attainable plans for sustaining the project beyond the funding provided? Does the proposal identify specific internal funds or resources for continuing the project, if it meets the stated outcomes? If not, the proposal should clearly indicate that the project or program is intended to be *ad hoc* with no plans for sustainability beyond the proposed project or program.

3. **Collaboration**: Does the proposed project involve collaboration across members of the University community? How will those not directly involved in proposing or implementing the project be affected by it?

4. **Outcomes**: What effect(s) is the proposed project intended to have on the climate for diversity and inclusiveness? Is it likely to achieve that effect(s)?

**Available Funds**

It is anticipated that approximately $40,000-$50,000 in total will be available to individuals and groups to support projects in the next fiscal year. The intent is to endorse multiple projects with fairly small fund allocation totals. At this time, it is not planned to offer multi-year grants, but would entertain exceptional proposals that request such funding arrangements.

Individuals or groups that find themselves with unique opportunities outside of the regular submission cycle may apply for funds, but must include a rationale for submission outside of the expected timeline.