Office of Human Resources Management
Recruitment and Diversity
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DIVERSITY PROJECTS DEVELOPMENT FUND

Sponsored by the Office of the Vice Chancellor for Human Resources Management Office of Recruitment and Diversity

2014-2015 CALL FOR PROPOSALS

PURPOSE OF THE FUND

The Diversity Projects Development Fund (DPDF) was established by the Office of the Vice Chancellor for Human Resources Management to support educational projects, scholarly research, creative activities and other programmatic initiatives that promote multiculturalism, diversity and inclusion, affirmative action and nondiscrimination for the benefit of the University community.

ADMINISTRATION OF THE FUND

The Fund is administered by the University Advisory Council on Diversity. The Council establishes the operating guidelines for the use of the monies in the Fund, develops procedures for implementing the guidelines, and selects Fund grant recipients. The 2014-2015 Council members are:

Professor Concetta Mennella, New York City College of Technology

Professor Arlene Torres, Hunter College, Latino Faculty Initiative

Professor Emeritus Don Watkins, Baruch College

Ms. Joyce Moy, Asian American/Asian Research Institute

Ms. Natalie Mason-Kinsey, Brooklyn College

Ms. Jesenia Minier-Delgado, Bronx Community College

The Office of Recruitment and Diversity provides administrative oversight to the Diversity Projects Development Fund. Vice Chancellor Gloriana Waters serves as consultant to the committee, assisted by University Dean Jennifer Rubain.

ACCEPTABLE PROPOSALS

Grants will be awarded on a competitive basis and proposals will be selected based on such criteria as relevance to Fund objectives, impact on the University community, and potential for successful continuation past the grant period. Proposals should be written in plain language without technical

jargon. Please note that projects with potential for University-wide impact will be given special consideration and sustainable and replicable projects are particularly encouraged. All submissions are considered part of the application process and become the property of the Diversity Projects Development Fund.

The Fund invites proposals in, but not limited to, the following areas:

- Programs that support members of diverse populations in academic disciplines in which they are traditionally underrepresented.
- Scholarly research which integrates results of innovative studies and research projects on underrepresented groups into courses throughout curricula.
- Seminars or workshops on topics related to diversity and/or multiculturalism.
- Creative endeavors such as exhibits or performances that illustrate aspects of diversity or multiculturalism.
- Programs or projects which integrate the about underrepresented groups into the general curriculum.
- Action programs/projects to promote affirmative action.

GRANT AWARDS

Grants are awarded up to a maximum of $5,000. The Fund may be used to support release time. If release time is requested, a letter of endorsement by an appropriate school official (provost or department chair) must be included with your proposal and have your name and institution as the subject line.

The Fund cannot provide funding to cover food or refreshment expenses associated with these activities. The Fund does not cover such items as travel, office furniture, living and/or childcare expenses, laptops, computers and/or other electronic equipment. Summer salary is not covered.

ELIGIBLE RECIPIENTS

Current full and part-time members of the University Instructional Staff may apply for grants. University Instructional Staff titles include the following: the Professorial series, Instructor, Lecturer, the Higher Education Officer series, Research Associate and Assistant, Teaching Staff at the Hunter College Campus Schools, Teaching Staff at Educational Opportunity Centers (teaching and non-teaching), Adjunct titles, and Graduate Assistant titles. Proposals with matching funds from the host institution or any other source will be considered, and supplementing this micro-grant is strongly encouraged.

SUBMISSION DEADLINE & IMPORTANT DATES

- Grant proposals must be emailed to DPDF.ord@mail.cuny.edu no later than October 31, 2014.

  Notification of decisions will be emailed on December 12, 2014.
- Projects can begin once grant recipients have been notified. The program runs from January

  2015 through June 2015. Project award monies must be spent before the end of the fiscal year, which is June 30, 2015.
- Recipients must submit an Interim Report via email to DPDF.ord@mail.cuny.edu by April 30,

  2015. Failure to submit an Interim Report can result in the withdrawal or hold on funds.
- Recipients must submit a Final Report via email to DPDF.ord@mail.cuny.edu after the conclusion of the project but no later than August 31, 2015. The Final Report should include how you have shared or plan to share your research with the larger community, e.g., presentation at academic conference or publication in peer review journal.