**Inclusive Excellence Grants: Request for Proposals (RFP)**

**Overview**

Eastern Mennonite University (EMU) values social justice, community, service, sustainability, and peacemaking. The Office of Diversity, Equity, and Inclusion (DEI) wants to help our campus become even more inclusive, fair, and welcoming for everyone. We believe that all of us—faculty, staff, and students—can create positive change. The Inclusive Excellence Grant Program supports ideas and projects that make our campus more inclusive and promote racial justice.

You don’t have to tackle big, complicated issues. Even small actions can help, and this grant encourages the EMU community to work together in a no blame/no shame environment. We want everyone—students, staff, and faculty—to think of ways we can learn and grow together. Projects funded by this grant will take place during the Fall or Spring semesters.

**What We’re Looking For:**

We are accepting proposals for projects from students, staff, and faculty at EMU. Your project should:

* **Bring people together** from different cultural backgrounds, perspectives, and roles (like students from different majors, or staff and faculty from different departments).
* **Focus on collaboration** across different groups on campus.
* **Promote diversity, equity, and inclusion (DEI)** on our Harrisonburg campus or at our Lancaster and D.C. locations.
* **Teach about racism and LGBTQIA+ issues** and help build a culture where everyone feels they belong.
* **Have a broad impact**, benefiting a large part of our community, not just one department or group.

**Connecting to our DEI Priorities:**

1. **Belong Together**: Create the circumstances for the emergence of an inclusive climate campus that promotes a safe learning community for all community members and where everyone experiences a sense of belonging. Ensure that EMU’s traditions and symbols reflect the diversity of the broader community. Celebrate and promote our unique identity to strengthen our school spirit and launch new community rituals and celebrations that elevate the diverse cultural assets across all dimensions of the student, staff, faculty, and alumni experiences.
2. **Create and Scale Curricular and Co-curricular Experiences that are Reflective and Inclusive:** Curricular design, pedagogy, and instructional practices have historically reinforced racist and anti-queer ideals that have prevented the establishment of a community of learners for BIPOC and LGBTQ. The curriculum is the very foundation of a university. We believe systemic change should start with decentering Western, white, and cisgender perspectives across the curriculum in favor of the inclusion of non-Western, non-white, queer perspectives, diverse experiences, and different modes of knowledge.
3. **Education, Training, and Employee Development:** Provide and support ongoing opportunities for DEI education, training, and programs to students, employees, alumni, and BOT members. Build internal capacity to support change and provide students and employees with the necessary skills to engage with each other in ways that are inclusive and invite open dialogue.
4. **Institutional Structures and Policies:** Create equitable systems by identifying and eliminating structural barriers within EMU that prevent access to education and an inclusive environment.

**What We’ll Fund:**

* **Projects up to $1,200**.
* The exact funding depends on the number of proposals and the available budget.**Projects that bring lasting change** or help EMU better reflect our diverse community.

**What We Don’t Fund:**

* Buying equipment for your project (unless it's just one part of a larger project).
* Projects that have already received a grant for the same purpose, unless you’re asking for a different aspect of the project (for example, first you asked for money for food, now you’re asking for a speaker's stipend).

**How to Apply:**

You’ll need to:

1. **Form a team**. These grants require that co-leaders (**a minimum of 2, but more than 2 are encouraged)** collaborate and connect across differences. This entails that the co-leaders must fall into 2 or more of the categories outlined below. Examples include a graduate student collaborating with a staff member, co-leaders from EMU's main campus and the Lancaster site; or faculty leaders from different academic schools. These differences pertain to co-leaders, NOT to the audience or attendees of project events.

Examples of collaboration:
✅ A graduate student working with a faculty member
✅ A staff member and an undergraduate student
✅ A project involving both the Harrisonburg and Lancaster campuses
❌ A student club working only with the department that oversees it

**Difference Categories**

● Role- faculty, staff, undergraduate student, graduate student

● Organizational Unit of Employees- e.g. Department, Academic School

● Major/Minors of students

● Race/Ethnicity

● Gender/Gender Identity

● Geographic Campus location- Harrisonburg, Lancaster, Washington DC

1. **Submit your proposal** using the link on EMU’s DEI website under the [Grants tab](https://emu.edu/dei/grants#inclusive:~:text=Inclusive%20Excellence%20Grant%20Program). Include a detailed budget using the template provided and email to dei@emu.edu.
2. Refer to the deadline listed on the **website**.
3. Email dei@emu.edu with any questions.

**Evaluation Criteria:**

We will choose projects based on how well they:

* Promote personal growth, better relationships, and institutional change.
* Support EMU’s DEI goals.
* Involve collaboration across different groups (like students from different majors, or faculty from different schools).
* Are realistic and well-planned.
* Show creativity and clear writing.
* Use the budget responsibly and provide a detailed plan for sharing results with the EMU community.

**Need Help?**

If you have any questions, contact Dawn Neil at dei@emu.edu or 540-432-4388.

Addendum

**Grant Proposals**

Applicants are requested to visit the “Inclusive Excellence Grants - DEI” Moodle site to download the budget forms and to fill out [the Application for Inclusive Excellence Grant Google](https://forms.gle/ew2mtVsFPwNeiv7k9) form. The narrative proposal includes the following sections.

1. **Project Title**
2. **Executive Summary/Abstract -** Statement of your case and overview of the entire proposal in no more than 200 words*.*
3. **Statement of Need and Impact -** Why is this project important to carry out? What needs will be met? Which DEI strategic priorities will be addressed? Which level(s) of oppression and change strategies will be addressed?
4. **Measurable Goals and Objectives -** What are you proposing to do? What are the objectives of this project? These goals and objectives should align with the SMART criteria (specific, measurable, achievable, relevant, and time-bound).
5. **Activities / Methods (including timeline) -** How will you achieve your goals and objectives? What methods will be used to implement the project and what is the rationale for using them? What are the strategies and methods to ensure that participation in this project is achieved?
6. **Monitoring and Evaluation -** How will you monitor and evaluate your project?
7. **Share Results** - How will you share your results with the EMU community? Some examples of how this can be accomplished. e.g. Weather Vane article, EMU Engage event, EMU news article, Ribbon cutting...
8. **Sustainability -**Demonstrate the long-term viability of the project to be funded. For Example: If your project involves posting signage across campus. Who will maintain the updates of the signage, if needed? Have you reached out to facilities?
9. **Budget -** Submit a budget utilizing the template provided in Moodle. You can save the budgets in the [Inclusive Excellence Grants Submissions](https://drive.google.com/drive/u/0/folders/0ACybBTxFeme1Uk9PVA) Google Share drive. Explain how and when funds will be spent. ELIGIBLE budget items: materials such as art supplies, books, resources directly related to and focused on the grant work or needed for sharing results with the EMU community, and copies. Student stipends are permitted, but please note that stipends will be taxed, and therefore the amount received by students may be up to 10% less than the budgeted amount. Faculty and staff stipends will also be taxed but rate will vary. EXCLUDED: Grants will NOT fund travel/conferences (presentation of results) and general office supplies.
10. **Impact -** Does your project have an immediate impact or enduring impact?
11. **Information Release -** This Section will ask for authorization for media/publication release.