

Application for EWU Board of Trustees' Diversity Initiative

Date:

Title of Project:

Name and title of principal applicant(s):

Campus Contact Information for Principal Applicant(s):

Email:

Email:

Telephone:

Telephone:

Campus Mail Stop:

Campus Mail Stop:

Funding Category:

Curriculum

Student Recruitment/Retention

Campus Climate

Amount Requested: _____

Is this a student led project? Yes No

Brief Project Description and Statement of Purpose (not to exceed 200 words, single spaced, 12 point type): (attach type written statement, if needed)

Principal Applicant(s) Print/Signature

Date:

_____/_____/_____
_____/_____/_____

Approving Official: (Dept. /Unit Administrative Authority): (By signing this proposal, I am/we are committing my/our units to the terms of this proposal, including administrative oversight, if it is funded)

Signature(s) of Approving Official:

Print

Sign

Date

***Students-Please read the Request for Proposals section of the BOT Diversity Initiative. This section explains who the student needs to have sign the document as the approving official.**

Proposal Narrative

Please answer the following questions, Text should be double spaced, 12 point type.

1. Project Description (If your project has been previously funded by the Diversity Initiative or other resources, please describe any significant changes that will be made with the new funding).

2. Statement of how the project responds to the BOT Diversity Priorities and its impact on achieving diversity goals of EWU.

3. Description of a) intended impact or outcomes, b) project timeline, and c) project evaluation measures.

4. Identification of project personnel and a statement of their qualifications for carrying out the project.

A. Itemized Budget Request:

Budget Categories	Budget Details	Amount Requested
Salaries/Wages		
Fringe Benefits (20% for faculty/staff & 5% for students)		
Materials & Supplies		
Travel		
Contractual		
Other Costs		
Total		\$

B. Cash and/or In-kind Contributions to the Project:

Budget Categories	Budget Details	Amount Requested
Salaries/Wages		
Fringe Benefits (20% for faculty/staff & 5% for students)		
Materials & Supplies		
Travel		
Contractual		
Other Costs		
Total		\$

Budget Considerations:

1. The Diversity Initiative is funded with state funds and must comply with all purchasing, travel, and contracting policies.
2. Faculty/staff applying for salary must adhere to overload and additional university employment policies.
3. Students applying for wages must adhere to student employment policies
4. Materials & Supplies must include shipping and handling costs and Washington State sales tax.
5. Food, prizes, and gifts are not allowed.