Please include the following information in your application, which should be no longer than four pages in length—including a one-page budget worksheet.

I. APPLICANT(S):
   a. Name(s) and NU email address(es) of applicant(s)
   b. Department, office or university unit affiliation
   c. Name and NU email address for department or academic unit head or reporting supervisor
   d. “Signature of Support” from academic, department, unit head or reporting supervisor
   e. Telephone number of primary contact and individual who will coordinate receipt of funds

II. PROPOSAL SUMMARY (maximum of 3 pages, no less than 11 pt. font)
   a. Title of project
   b. Synopsis of project description
   c. Inclusive Excellence, Priority and Cornerstone Alignment
      i. How it aligns with 1) priority areas (please note specific priority area addressed), 2) Inclusive Excellence framework and 3) the relevant NU Cornerstones
      ii. Why is the project important, needed, and relevant for an inclusive campus environment?
      iii. Amount of the request and how it will be spent (what will the money specifically support?)—up to $3,000 will be awarded per project
III. PROPOSAL DESCRIPTION

a. **Target:** Target population served and unique population need served.

b. **Goals/Strategies, Activities and Capacity:** Describe the project’s goals and objectives and the type of strategies/activities used to achieve goals.

c. **Timeline:** Describe the time frame for the proposed program to include dates of planning, implementation and evaluation—project/initiative/program must be completed within a 12-month period.

d. **Collaboration or Collective Impact:** describe the role(s) of other departments, divisions, offices etc. in the development and/or delivery of the proposed project. Please be specific about the type of support and the functions of each partner. Note: Letters or “notes” of support from each partnering area are encouraged. Listed collaborators must be aware of their roles in project delivery prior to submission.

e. **Sustainability:** Describe the plan for sustaining the project or initiative after the support funds end. Include specific strategies and/or sources of support that will be used.

IV. OUTCOMES AND DELIVERABLES

a. **Deliverables:** Describe the proposed outputs to be achieved. How will you capture that information? Also describe how those outputs will lead to eventual outcomes (that which will occur as a result of the outputs). How will the outcomes of the program be assessed?

V. BUDGET (maximum of 1 page)

a. Include an itemized budget with justifications.
AWARD AND APPLICATION TIMELINE

Deadline Dates for Spring 2020

3/13/20: Call for Proposals
04/24/20: Proposals Due by 5 p.m.
05/08/20: Grant Awards Announced
05/11/20 - 06/19/20: Funds Transferred

Applicants must submit an electronic copy of the completed proposal (in PDF or Word format) to the Office of Diversity, Access, and Inclusion via email to diversity@nebraska.edu by 5:00 p.m. on Friday, April 24, 2020. Late or incomplete applications will not be considered.

For more information, please contact Stancia Jenkins, Associate to the President/Assistant Vice President for Diversity, Access and Inclusion via email at sjenkins@nebraska.edu.