

**2009-2010  
Multicultural/Social  
Justice Projects  
Guidelines**



**C**ampus, **C**ulture, **C**ommunity & **C**onnection

**Funded by**

The Division of  
**Multicultural Affairs**  
Marshall University  
One John Marshall Drive  
111 Old Main  
Huntington, WV 25755-1050  
(304) 696-4677  
[www.marshall.edu/mcip](http://www.marshall.edu/mcip)



**Multicultural/Social Justice Projects**

**PURPOSE**

The purpose of the University Multicultural/Social Justice Projects (MC/SJ) are to stimulate the best and most ambitious minds to:

Design programs that address issues of cultural pluralism and mutual understanding among various peoples, and facilitate Marshall University's ability to build and strengthen the institutional capacity to carry out its mission and commitment to multiculturalism/social justice and cultural diversity.

These projects, funded by Marshall University Multicultural Affairs (MUMA), expand the university's influence in the development of community discussion and education regarding the various aspects of multiculturalism.

**DESCRIPTION**

The MC/SJ projects provide the mechanism for fulfilling one of many objectives that MUMA has regarding social justice. The projects may take several forms; but the grants are used to encourage and/or enhance (1) research; (2) curriculum development; (3) visiting scholars; and (4) workshops, seminars, programs and conferences. Each of these options is detailed below.

**Option I—Research**

Full-time faculty and staff are eligible to apply for a maximum award of **\$1,500\*** to support research topics related to multiculturalism/social justice, e.g., racial/ethnic populations, women, the disabled, sexual orientation, age or religion. The objective of this option is to enrich knowledge in these areas.

*\*Funding is not available to complete master's thesis or dissertations. Funds may not be used to support salaries.*

**Option II—Curriculum Development**

Full-time faculty may request a maximum award of **\$1,500\*** to support curriculum development related to multiculturalism/social justice as described in Option I. The funds are to be used to develop and/or teach new courses in order to enhance teaching and learning at Marshall University.

*\*Funds may not be used to support salaries.*

**Option III—MC/SJ Visiting Scholars Program**

Deans, department chairs, program directors, full-time faculty and staff may request a maximum award of **\$2,000\*** to support visiting scholars who will contribute to the diversity of academic departments and the university. Through this option, visiting scholars present lectures and mini-courses, and interact with undergraduate, graduate and professional students.

*\*As long as funds are available.*

**Option IV—Seminars, Workshops, Conferences**

Funding to a maximum of **\$1,500\*** may be requested to support workshops, seminars, conferences at Marshall University which promote an awareness and understanding of cultural pluralism and diversity as related to race, ethnicity cultural, sex, sexual orientation, disability, religion, age, and the university and campus community.

*\*As long as funds are available.*

**Applications may be submitted by:**

1. Recognized student organizations
2. Academic departments
3. Standing faculty senate committees
4. Standing staff council committees
5. University administrators
6. Other groups sponsored by one of the above

Only one application in any option will be considered by the Review Committee at a time. A funded project must be completed and final report submitted before a project director can be considered for funding of another application. Funds **may not** be used for salaries or travel to conferences, workshops, seminars, etc.

**HOW TO APPLY**

Here's what your application/proposal must contain:

- A. Submit application/proposal of no more than five (5) double-spaced pages by one of the deadline dates to: The Review Committee for MC/SJ Projects, Marshall University Multicultural Affairs, in electronic format to the following email address: [clarkes@marshall.edu](mailto:clarkes@marshall.edu).

Proposal Submission Deadline Dates	MC/SJ Projects Review Committee Meetings	Time
August 28, 2009	September 8, 2009	2:00 p.m.
September 18, 2009	September 29, 2009	2:00 p.m.
October 9, 2009	October 20, 2009	2:00 p.m.
October 30, 2009	November 10, 2009	2:00 p.m.
November 20, 2009	December 1, 2009	2:00 p.m.
December 11, 2009	December 15, 2009	2:00 p.m.
January 8, 2010	January 19, 2010	2:00 p.m.
January 29, 2010	February 9, 2010	2:00 p.m.
February 16, 2010	February 26, 2010	2:00 p.m.
March 5, 2010	March 16, 2010	2:00 p.m.
March 26, 2010	April 6, 2010	2:00 p.m.

**WHAT TO INCLUDE**

- B. Identify one of the Options described above (e.g., Research, Curriculum Development). Describe the project to be undertaken in a clear, concise, organized statement, covering the following topics in the order listed and clearly identified as subheadings:
  1. **Rationale**—Why do you want to do the project (i.e., its significance).
  2. **Purpose, Goals, and Objectives.**
  3. **Targeted Group**—What group do you plan to serve and how many.
  4. **Beginning and Ending Dates**—When will the project begin and end. Preferably a graphic schedule.
  5. **Budget**—To be eligible for funding, the applicant(s) must be responsible for twenty percent (20%) of the total budget, derived from other sources. The budget breakdown should identify other sources responsible for twenty percent (20%) of the project. List all financial resources available.
  6. **Marketing Strategies**—How do you plan to get the targeted group involved?
  7. **Evaluation Procedure**—Explain the criteria/ procedures that you will use to evaluate the success of the project.
  8. **Individuals Involved in the Project**—List the individuals involved in the implementation process; and identify the project director; he or she must sign the application. A resume or vita for each speaker must accompany each proposal.
- C. The Project Director(s) and/or the author of the proposal will be asked to attend the meeting of the Review Committee to present the proposal.
- D. Applications which meet the guidelines and criteria above will be evaluated by the Review Committee to present the proposal.
- E. Final Report—The final report is an essential part of the Multicultural Affairs efforts to be accountable for state funds; the report should be typed, dated, and headed **Final Report** and submitted to the Vice President for Marshall University Multicultural Affairs within two (2) weeks after completion of the project. The final report must address the criteria below and be signed by the Project Director(s):
  1. The project's principal objectives and how they were carried out.
  2. Shortcomings of the project.
  3. Sources of support.
  4. Specific aspects in which the University's commitment to Multicultural/Social Justice have been enhanced by the project.