

**2008-2009
Multicultural/Social
Justice Projects
Guidelines**



Campus, **C**ulture, **C**ommunity & **C**onnection

Funded by

The Division of
Multicultural Affairs
Marshall University
One John Marshall Drive
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Huntington, WV 25755-1050
(304) 696-4677
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 **\$2,000*** to support research topics related to multiculturalism/social justice, e.g., racial/ethnic minorities, 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 **\$2,000*** 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 can make a significant contribution to the diversity of Marshall University within academic departments and the university broadly. 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, 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.

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.

Proposal Submission Deadline Dates	MC/SJ Projects Review Committee Meetings	Location	Time
August 29, 2008	September 9, 2008	2W10, MSC	2:00 p.m.
September 19, 2008	September 30, 2008	2W10, MSC	2:00 p.m.
October 10, 2008	October 21, 2008	2W10, MSC	2:00 p.m.
October 31, 2008	November 11, 2008	2W10, MSC	2:00 p.m.
November 21, 2008	December 2, 2008	2W10, MSC	2:00 p.m.
December 12, 2008	December 16, 2008	2W10, MSC	2:00 p.m.
January 2, 2009	January 13, 2009	2W10, MSC	2:00 p.m.
January 23, 2009	February 3, 2009	2W10, MSC	2:00 p.m.
February 13, 2009	February 24, 2009	2W10, MSC	2:00 p.m.
March 6, 2009	March 17, 2009	2W10, MSC	2:00 p.m.
March 27, 2009	April 7, 2009	2W10, MSC	2:00 p.m.