INCLUSIVE EXCELLENCE GRANTS

Call for Proposals (2016-2017 Cycle)

Category A: Higher Education Research

PAST RECIPIENTS

1. **Committee on the Status of Women** (CSW): The committee conducted a needs assessment for a Women’s and Gender Equity Resource Center at LMU. (2012-2013 Cycle)

2. **Leslie Ponciano, Assistant Professor, School of Education**: Ponciano conducted a needs assessment of foster youth-specific services that are available at LMU. (2013-2014 Cycle)

3. **Fernando Estrada, Assistant Professor, School of Education**: Estrada studied the role of the teaching alliance in multicultural education at LMU. (2014-2015 Cycle)

4. **Sandra Luca, Director, Student Engagement, Center for Student Success in Seaver College of Science and Engineering**: Luca will research the academic experiences and sense of belonging of STEM students in A Community Committed to Excellence in Scientific Scholarship (ACCESS) Program. (2015-2016 Cycle)

INTRODUCTION

The LMU University Intercultural Council (UIC) invites campus constituencies to submit proposals for Inclusive Excellence Grants. Inclusive excellence re-envisions both quality and diversity. It reflects a striving for excellence in higher education that has been made more inclusive by decades of campus and national work to infuse diversity into recruiting, admissions, and hiring; into the curriculum and co-curriculum; and into administrative structures and practices. It also embraces newer forms of excellence, and expanded ways to measure excellence, that take into account research on learning and brain functioning, the assessment movement, and more nuanced accountability structures. In the same way, diversity efforts move beyond numbers of students or programs as end goals. Instead, diversity and inclusion together, become a multilayered process through which we achieve excellence in learning, research and teaching; student development; institutional functioning; local and global community engagement; workforce development, and more (Clayton-Pederson, O’Neill & Musil, 2009).

PURPOSE

The Inclusive Excellence Grants are designed to: 1) support higher education research that produces new institutional-specific knowledge, and 2) promote the development of new and sustainable recruitment, retention, and campus climate projects that help LMU achieve its mission and support the goals in the Office of the Vice President for Intercultural Affairs’ Strategic Plan. To view the Strategic Plan, visit: [http://academics.lmu.edu/diversity/interculturalaffairs/strategicplan/](http://academics.lmu.edu/diversity/interculturalaffairs/strategicplan/)

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ELIGIBILITY

Members of the LMU campus community are welcome to apply through a proposal process. Proposals are sought from the following constituencies:

1. Full-time Faculty and Staff
2. Institutional Departments and Units
3. Staff and Faculty Committees

Faculty must be full-time tenured/tenure track; staff must be full-time professional exempt or classified employees; and staff and faculty committees must be associated with the University.

Category A: Higher Education Research

Higher education research should seek to explore, engage, question, and embrace diversity and inclusion as central to intellectual, cultural, individual, and social development. The successful proposal will focus on research that has the potential to transform policies, procedures and practices at LMU, and promote the development of a community that reflects the diversity of the society in which we live. Proposal may address any of the following higher education areas:

- Academic Department Climate
- Administrative Unit Climate
- Campus Climate
- Catholic Higher Education
- College Student Access, Success and Outcomes
- Faculty or Staff Retention
- Governance
- Higher Education Administration
- Leadership
- Mentoring Faculty or Staff
- Organizational Change
- Organizational Development
- Recruiting and Hiring Faculty or Staff for Mission
- Teaching, Learning and Assessment

Amount of Grant: The University Intercultural Council will award one $5,000 grant in Category A: Higher Education Research each academic year. Half of the award amount will be made available on June 30, 2016 with the remainder available in February, 2017, contingent upon receipt of a progress report. All award funds must be spent by September 30, 2017. Funds remaining after that date are forfeited.
Category A: Higher Education Research (continued)

Proposal Requirements: All proposals (limited to 1,000 words) for Category A: Higher Education Research must include the following:

- Clear, concise statement of the central theme of the proposal from which all elements of the proposal will flow
- Statement of how the proposed research advances the current state of knowledge within the campus community and supports the decision-making process
- Theoretical or conceptual framework for the research
- Brief review of relevant research/policy literature
- Research questions, hypotheses to be tested
- Description of methodology including proposed data set and criteria for selecting data file, sample (e.g. groups used, exclusions to sample, and estimated sample sizes), selection of variables and rationale for using them, and analytic techniques
- Conclusion(s) linking the central question posed and the research findings or outcomes of the study
- Brief dissemination plan
- Proposed budget
- References cited in the proposal narrative and models

Proposals must identify the category of the grant, and be accompanied by a letter of support from a Dean and Department Chair, or Supervisor (if you are a staff member).

Criteria for Evaluation: The goals of Category A: Higher Education Research are to acquire new knowledge that has the potential to transform policies, procedures and practices at LMU, and promote the development of a community that reflects the diversity of the society in which we live. Reviewers will comment on each of the following criteria in order to judge the likelihood that the proposed research will have a substantial impact on the pursuit of these goals. Each of these criteria will be addressed and considered in assigning the overall score. Note that a proposal does not need to be strong in all categories to be judged likely to have major impact on the University, and thus deserve a high priority score. For example, an investigator may propose to carry out important work that by its nature is not innovative but is essential to promote organizational learning within the campus community.

1. IRB Approval: Please provide proof that you have applied for IRB approval at the time of your proposal submission.
2. Significance: Does this study address an important problem? If the aims of the application are achieved, how will the knowledge be advanced? What will be the effect of the study on policies, procedures and practices at LMU?
3. Approach: Are the conceptual or theoretical framework, design, methods, and analyses adequately developed, well integrated, well-reasoned, and appropriate to the aims of the research project? Does the applicant acknowledge potential problem areas and consider alternative tactics?
4. Innovation: Is the project original and innovative? For example: Does the project challenge existing paradigms; address an innovative hypothesis or critical barrier to progress?
5. Inclusion of subjects from underrepresented and/or marginalized groups: How do you plan to include subjects from underrepresented and/or marginalized groups?
6. **Impact**: What are the intermediate and/or end outcomes of your research? What is the likely impact of your research? Will its impact be lasting? Which clear, measurable metrics and/or indicators will be used to gauge the impact or effectiveness of this research?

**Progress Report**: Once the research has commenced, the principle investigator(s) must submit a progress report to the University Intercultural Council in January 2017. The report should not be lengthy. A fifteen-minute presentation to the University Intercultural Council and a one-page progress report are sufficient.

**Final Report and Recommendations**: The principle investigator(s) must submit a final report with recommendations to the University Intercultural Council no later than October 2017. The final report should be described in understandable language to a broad audience that includes LMU faculty and staff. It should consist of no more than ten (10) double-space pages of text, data tables and/or charts, excluding references. The investigator must also conduct a presentation on the findings and recommendations during the annual Inclusive Excellence Grants Banquet.

**How to Apply**

Proposals must include the attached proposal coversheet, and be no more than 1,000 words. A letter of support from the appropriate individual(s) must accompany the proposal. A copy of the applicant’s resume/curriculum vitae must also be included.

**Faculty**: Letters of support are required from a Dean and Department chair

**Staff**: A letter of support is required from your supervisor

The proposal must include quantitative and qualitative data that supports the implementation and measures impact. Up to five (5) items may be included as appendices. Each appendix must be labeled and referenced in the proposal.

Proposals are due by 4pm on February 10, 2016. Award decisions will be announced in April. Awarded projects will run from June 30, 2016 – September 30, 2017 with a final report due in October 2017. Award recipients may be asked to present to the University Intercultural Council and/or the Intercultural Advisory Committee on three occasions: 1) Fall 2016 regarding their project, 2) Spring 2017 regarding their progress, and 3) Fall 2017 regarding the final report during the Inclusive Excellence Showcase.

Late proposals will not be accepted.

**Proposals should be submitted no later than 4pm on February 10, 2016** to:

Kim Misa  
Research Associate  
Office of Intercultural Affairs  
University Hall, Suite 4820  
kmisa@lmu.edu

If you have any questions about these grant application procedures, contact Kim Misa at x8-5343 or kmisa@lmu.edu
### Timeline for the Inclusive Excellence Grants Competition

<table>
<thead>
<tr>
<th><strong>IEG Grants</strong></th>
<th><strong>Category A</strong></th>
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<tbody>
<tr>
<td>Call distributed to campus</td>
<td>November 2015</td>
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<tr>
<td>Deadline to submit a proposal electronically</td>
<td>February 10, 2016</td>
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<tr>
<td>UIC reviews proposals and chooses 1 awardee in Category A</td>
<td>March 2016</td>
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<tr>
<td>Awardees notified</td>
<td>April 2016</td>
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<tr>
<td>1st payment of grant</td>
<td>June 30, 2016</td>
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<tr>
<td>Progress Report</td>
<td>January 2017</td>
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<tr>
<td>2nd payment of grant (Contingent upon receipt of progress report)</td>
<td>February 2017</td>
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Office of the Vice President for Intercultural Affairs  
*pathways to inclusive excellence*

Inclusive Excellence Grants
PROPOSAL COVER SHEET – CATEGORY A

Category A: Higher Education Research

I. APPLICANT INFORMATION & PROPOSAL – CATEGORY A

Applicant Name(s):_________________________________________ Amt. Requested: $_____________

Contact Person:________________________________________________________________________

Circle one:   Full-time Faculty or Staff
Institutional Department or Unit
Staff and Faculty Committee

Phone:___________________________  Email:______________________________________________

**Attach your proposal to this cover sheet**

**Proposals in Category A are limited to 1,000 words**

**DEADLINE FOR ELECTRONIC SUBMISSION IS 4pm on February 10, 2016.**
Late or incomplete proposals will not be accepted after this date.
II. LETTER OF SUPPORT – CATEGORY A: Higher Education Research

Supporter’s Name: _________________________________________________________________

Supporter’s Title: __________________________________________________________________

Phone: __________________________ Email: ____________________________________________

Applicant’s Name: __________________________________________________________________

Applicant type (Circle one):
- Full-time Faculty or Staff
- Institutional Department or Unit
- Staff and Faculty Committee

** Does applicant have IRB approval? Yes □ No □

Please indicate if this proposal meets the following criteria, on a scale from 1 to 5:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Does not meet criteria</th>
<th>Exceeds expectations</th>
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<tbody>
<tr>
<td>a. Significance</td>
<td>a. 1 2 3 4 5</td>
<td></td>
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<tr>
<td>b. Approach</td>
<td>b. 1 2 3 4 5</td>
<td></td>
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<td>c. Innovation</td>
<td>c. 1 2 3 4 5</td>
<td></td>
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<tr>
<td>d. Inclusion of subjects from underrepresented and/or marginalized groups</td>
<td>d. 1 2 3 4 5</td>
<td></td>
</tr>
<tr>
<td>e. Potential for Significant Impact</td>
<td>e. 1 2 3 4 5</td>
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</table>

Attach your letter of support that includes the following:
1. **Relationship to applicant**: How are you affiliated with this person/organization/unit?
2. **Address criteria**: Please explain how this proposal meets the above criteria and why you think its author(s) should receive an Inclusive Excellence Grant.

Supporter’s Signature ____________________________ Date ____________________________

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