To the AS&E Faculty and Staff:

The AS&E Diversity Fund Committee is now accepting proposals for the AS&E Diversity Fund for events/programs for the Fall 2015 and Spring 2016 semesters. The fund is intended to support proposals from faculty, staff, or faculty/staff with student co-applicants that focus on issues related to social justice, diversity, and campus social climate that will enhance our campus community in lasting ways. In particular, we are interested in funding programming that brings together members of the Tufts AS&E community for cross-group dialogue and substantive interaction that might not otherwise occur. By “group” we refer to individuals of different demographics and social identities; departments, programs, centers, and organizations; and/or individuals with different roles on campus (e.g., students, faculty, and staff).

We are currently seeking proposals for initiatives to take place during the Fall 2015 or Spring 2016 semesters. The deadline for proposals is Friday, September 30, 2015. There will be additional calls for proposals during the fall and spring semesters for future programming. The Diversity Fund usually does not fund requests for more than $5,000; awards in the $2,000 range or under are more typical.

We look forward to receiving creative ideas that will enhance our campus community in lasting ways. If you have questions in anticipation of the funding deadline, please contact Jillian Dubman, Secretary of the Faculty for AS&E (asediversityfund@tufts.edu). Before submitting a proposal, PLEASE READ BELOW for the criteria and priorities of the Diversity Fund:

1. **Intended focus.** Proposals should focus on issues related to social justice, diversity, and campus social climate that will enhance our campus community in lasting ways.

2. **Fostering engagement and collaboration.** Whether this is among an existing group or groups or it is an effort to generate new collaboration, the goal of this fund is to prioritize efforts aimed at strengthening knowledge and awareness within the Tufts community about issues of diversity, social justice, intersectionality, and/or campus climate.

3. **Potential for impact.** Priority will be given to proposals that explicitly articulate the intended impact of the programming for the AS&E community, a plan for accomplishing it, and a plan for assessing it. The committee looks most positively upon proposals that effectively answer the following questions: 1) What are the specific social or campus changes you seek to accomplish with your event? 2) How do you plan to accomplish them? 3) How will you know if you have accomplished them—that is, what is your plan to assess your accomplishments? 4) How is this proposal connected to the greater landscape of programming related to social justice, diversity, and campus social climate that occurs on campus?

4. After the same event or program has been funded for three years, the committee will still accept requests, but priority will be given to funding other new initiatives. The three-year timeframe is to allow valuable programs to seek continued funding from the appropriate departments/units.

We look forward to hearing from you.

*Members of the AS&E Diversity Fund Committee*

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<thead>
<tr>
<th>Name</th>
<th>Title/Department</th>
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<tbody>
<tr>
<td>Amahl Bishara, Associate Professor, Anthropology</td>
<td>Margery Davies, Associate Dean of Faculty Affairs for AS&amp;E</td>
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<tr>
<td>Pawan Dhingra, Professor and Chair, Sociology</td>
<td>Steph Gauchel, Director, Women’s Center and Director, Student Affairs Pluralism Initiatives</td>
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<td>Daniel McCusker, Sr. Lecturer, Drama and Dance</td>
<td>Mary Pat McMahon, Dean of Student Affairs</td>
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<tr>
<td>Darryl Williams, Associate Dean of Recruitment, Retention and Community Engagement, Engineering</td>
<td>Jillian Dubman, Secretary of the Faculty for AS&amp;E (ex officio)</td>
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AS&E Diversity Fund
REQUEST FOR PROPOSALS FOR FALL 2015 & SPRING 2016

To request funding for events and initiatives to take place in the Fall 2015 or Spring 2016 semester, fill out this form and attach appropriate supporting documents. Send the proposal to asediversityfund@tufts.edu. Before submitting a proposal, read through the Financial and Procedural Guidelines for the AS&E Diversity Fund appended to this announcement. Deadline for proposals: Friday, September 30, 2015.

In addition to the criteria articulated on the previous page, please bear in mind the following details when preparing your proposal:

- **Detailed budget.** Proposals should include a detailed budget, indicating that the planners have done research about the estimated cost of relevant factors such as travel, hotel, food, publicity, etc.

- **Honorarium limit.** As a general rule, if a proposed speaker has a regular academic appointment, the maximum honorarium for an activity (speech, meeting with faculty group, etc.) is $500.

- **Publicity plan.** All events should include a publicity plan and estimated cost.

Event Title: ____________________________________________________________

List of Co-Sponsor(s) who have committed funding or in-kind support: __________________________________________________

List of Collaborator(s) working with applicant on planning or realizing the event/activity: ____________________

Proposed Date(s): _______________________________________________________

Contact Person: _______________________________________________________

    Email: ___________________________ Phone: _______________________

Classes that will be invited to attend the event/activity: ________________________________

__________________________________________________________________________

__________________________________________________________________________
Program/Project description, purpose and rationale. Please address explicitly the ways in which this project will have an impact regarding social justice, diversity, and campus social climate on Tufts and will bring together different groups. Please describe a detailed publicity strategy and, if relevant, any initial outreach to speakers/performers/participants. If you are inviting a speaker, please include his/her CV or bio. The committee looks most positively upon proposals that effectively answer the following questions: 1) What are the specific social or campus changes you seek to accomplish with your event? 2) How exactly do you plan to accomplish them? 3) How will you know if you have accomplished them—that is, what is your plan to assess your accomplishments? 4) How is this proposal connected to the greater landscape of programming related to social justice, diversity, and campus social climate that occurs on campus? (Please attach separate sheet.)

Basic Budget. Please be as detailed as possible. Also, please note the policy that no admission may be charged for any Diversity Fund-sponsored events. (Attach separate sheet if necessary.)

Amount requested: _____________________________________________

Amount requested from other sources, and commitments received (please name). Please update us on funding from other sources as you receive answers to your requests:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Administrative support. If you are planning to ask your department, program, or center to provide administrative support for the planning and organizing of your event/project, please indicate that you have received approval from your department chair, program director, or center director for that support by having him/her sign below.

Department chair, program/center director (please sign below):
________________________________________________________________________

* If awarded, identify the person responsible for processing financial transactions related to the event/activity:

________________________________________________________________________

AS&E DIVERSITY FUND/September 2015