

# Eriksson College of Education

## INCLUSIVE LEADERSHIP COUNCIL

### Changemaker Mini-Grant Application

The purpose of the Changemaker Mini-Grants, in collaboration with the Inclusive Leaders Council is to provide monetary resources and in-kind services to Eriksson College of Education faculty, staff, and students for events, workshop opportunities, and research conferences focused on inclusion and equity in education. The goal is to encourage awareness, innovation, and success by promoting efforts of recruitment and retention, curriculum, and/or professional learning for faculty, staff, and students in the College of Education and across the university through collaboration and ingenuity.

#### APPLICANT ELIGIBILITY

Any College of Education faculty, staff member, student (or student organization) may apply for this funding.

#### FUNDING GUIDELINES

- Programs, events, conferences, or workshops must meet the purpose of the Dean's Discretionary Fund and the Inclusive Leaders Council as stated above.
- Requests for speaker or performers must include biographical information and/or press release information and be approved by the Inclusive Leaders grant work group prior to submission
- There is \$10,000 available for funding for the 2024-2025 academic year. Individual applications may request up to \$2,500 max.
- After the funding has been used, the Inclusive Leaders Council and the Dean of the College of Education ask that the recipients compose and present a five-minute talk at the College of Education's Inclusive Leaders April *Showcase* sharing the impact of the grant. One of the presentations will win an additional \$1,000 of travel funding that can be used in the next academic year. The presentation should cover some, if not all, of the following items:
  - Project name
  - Collaborators / partners
  - Dates of event/project/etc.
  - Amount received
  - Connection to APSU's strategic plan
  - Highlight of the project
  - Other information from the event, such as pictures, news items, social media posts, direct quotes from attendees, etc.

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### FUNDING RESTRICTIONS

What the mini-grant will *not* fund includes, but is not limited to:

- Projects, activities, or services found in violation of state law and/or universities rules, regulations, policies, and procedures or activities
- Use of race or ethnicity may not be considered in the awarding of funded scholarships or financial assistance and specific consideration must be met prior to making scholarships or financial assistance awards based on sex
- Legally non-permissible targeted populations
- To substitute for general institutional funds to support programs for “all students” or for programs that do not align with departmental program goals
- Gifts (any form of recognition)
- Events that are proselytizing in nature
- Closed events
- Political endorsements
- Expenses for fundraisers
- Equipment purchases
- Wages or salaries
- Purchase of alcoholic beverages or any activity or communication which incorporates a reference to alcoholic beverages or promotes or is supported by an alcoholic beverage manufacturer, distributor, sales organization, or vendor
- Payments to members of a campus organization for services rendered to that organization
- Honoraria and/or salary or service payments to university faculty and/or staff and/or students

### APPLICATION PROCEDURES

Funding requests must be submitted by 4:30pm on Friday, October 4<sup>th</sup>, 2024, and must be submitted via email to Ms. Ana Ortega ([ortegaa@apsu.edu](mailto:ortegaa@apsu.edu)).

- Each CoE student organization is limited to one mini-grant request

All identifying information will be removed for applications by Ms. Ortega and sent to the Inclusive Leaders Council grant workgroup. The workgroup will use a rubric (see p. 5 of this document) to determine which applications will be recommended to the dean (unranked) by Friday, October 18<sup>th</sup>, 2024. The dean’s decision will be announced the week of October 21<sup>st</sup>, 2024.

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**PROJECT DETAILS** (to be completed and submitted to Ms. Ana Ortega ([ortegaa@apsu.edu](mailto:ortegaa@apsu.edu)) by 4:30pm on October 4<sup>th</sup>, 2024):

Project Name		
Contact Information of Applicants		
Start Date of Project / event / etc.		
Project Description (please include any collaborating partners)		
Amount requested	Conference fee	
	Event materials (printing, etc.)	
	Speaker fee	
	Performer fee	
	Catering	
	Resources (e.g., books, guides, etc.)	
	Tickets (e.g., theater productions, educational events, etc.)	
	Other (please explain)	



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Please share more information here about the event/project/etc. you are requesting funds for that will help us determine the support needed:

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### MINI-GRANT APPLICATION SCORING RUBRIC

Criterion	Score	Feedback
It is clear that the project / event / etc. encourages awareness, innovation, and success	4 3 2 1 0	
There is a strong rationale and connection to the purpose of the Inclusive Leaders' mini-grant	4 3 2 1 0	
A comprehensive plan to promote recruitment & retention, curriculum, and/or professional learning is evident	4 3 2 1 0	
The outcomes of the project / event / etc. aligns with the College of Education's mission and vision	4 3 2 1 0	
There is evidence of collaboration between faculty, staff, and/or students (or community partners)	4 3 2 1 0	
A detailed budget for the project / event / etc. is submitted and there is a clear alignment between the budget and meeting goals/outcomes described within application	4 3 2 1 0	
	<b>TOTAL:</b>	<b>DECISION TO RECOMMEND:</b> y n