

ISU Office of Diversity Student Mini-Grant Guidelines

Application Deadlines:

Spring 2012: 02/03/2012

Fall 2012: 09/28/2012

Spring 2013: 02/22/2013

The mission of the ISU Office of Diversity is to promote the climate, competencies and connections that enhance the lives of all our students, faculty and staff as well as others who live in the greater Terre Haute community.

The Office of Diversity grants financial support to student organizations' diversity-related programs/events that help us fulfill our mission.

Requests for applications will be announced via global e-mail and the Statesman. Priority will be given to proposals that evidence collaboration, leverage multiple funding sources or bring together several groups and audiences.

Funding Guidelines & Criteria

1. Applications are accepted and grant funds will be awarded near the beginning of each academic semester for activities within that semester.
2. Grant requests will be accepted only from student organizations officially registered with the Office of Student Activities and Organizations.
3. A student representative from the requesting student organization will complete an electronic application located on the Office of Diversity webpage.
4. Program/events can address any of the issues of diversity as defined on the Office of Diversity webpage.
5. Grants typically range from \$100 to \$1,000 and will not be awarded for events that have already occurred.
6. Grant funds can be utilized for direct program/event support such as space reservation, advertising, printing, prizes/incentives, music/sound systems, tents/tables, transportation, registration or other related expenses.
7. Grant funds cannot be used for program/event food and/or beverages.
8. Organizations must acknowledge the grant award from the Office of Diversity in their publicity and program materials.
9. Organizations receiving grant awards will provide complimentary program/event tickets to the Office of Diversity.
10. Organizations agree to complete a post-event survey, including final budget breakdown, to the Office of Diversity within two (2) weeks after the completion of the program/event.

Application Review & Funding Process

1. Applications should be received no later than the posted deadline and each applicant will receive an e-mail confirmation within three (3) days.
2. Complete applications will be reviewed by the Office of Diversity and award recipients will be notified via e-mail within one (1) week after the application deadline. For proposals that are incomplete or require further clarification, the student representative will be contacted via e-mail and asked to respond to questions within three (3) days to ensure consideration.
3. Grant funds will be made payable to the student organization and disbursed prior to the program/event.

For questions or additional information, please contact the Office of Diversity at 812-237-2877.