Inclusive Excellence Grants - Events, Conference and Travel and Professional Development - AY24-25

At CU Denver, equity means that everyone can find a fulfilling path to success. Becoming the nation's first equity-serving institution means we are creating an environment where one's racial and social identity no longer predetermines educational outcomes and professional advancement opportunities. We recognize inequities among all underserved communities and strive to address them through multifaceted approaches that include policy and structural reforms, inclusive academic programming and research opportunities, inclusive hiring and retention practices, and mutually beneficial partnerships.

The grant funds you are requesting are designed to activate Goal 1 of the Strategic Plan of becoming the nation's 1st equity serving institution.

Activities and expenses must occur during the 2024 - 2025 academic year.
Funds will be transferred after completion of the program. You must provide a 610/611 speedtype to receive funds.
This is a request form and does not guarantee any amount of funding.

Contact Information- Required in all applications

First and Last Name

_____

Email Address

_____

Select:

☐ Faculty

☐ Staff

☐ Individual Student

☐ Student Group (6 or more applicants to the same conference)

School / College/Unit

☐   Architecture and Planning

☐   Arts and Media

☐   Business

☐   Education and Human Development

☐   Engineering Design and Computing

☐   Liberal Arts and Sciences

☐   Public Affairs

☐   Auraria Library

☐   University Department/Unit

If University Department

Department/Unit:

_____

Have you previously been awarded an Inclusive Excellence Grant for a conference, event or professional development?

◯ No

◯ Yes in AY2023-2024

◯ Yes in AY2024-2025

Additional Questions for Students/Student Groups

Student Group Name

_____

Who is your Student Group Advisor and/or University Department Contact?

◯ Name _____

◯ Email _____

Please list names, emails and student ID numbers of ALL students who would receive funds as part of this application.

	Name and UC Denver Email Address		
	Name (1)	Email (2)	SID (3)
Students 1-20			

Additional Questions for Faculty and Staff

Please list your supervisor name and email.

○ Name   _____

○ Email   _____

Have you already received supervisor approval?

○ Yes

○ No

If No: Please let us know why you do not have approval:

○ I do not have a supervisor and/or do not need approval

○ I have not asked for supervisor/department approval yet

○ I asked but was denied approval by my supervisor/department

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Grant Information – Required in all applications

Grant Request

○ Event, Program or Activity

○ Conference Registration and Travel

○ Professional Development

The Event, Conference or Professional Development will take place in:

☐   Fall 2024

☐   Spring 2025

Grant Title (e.g. the name of the event, conference or workshop)

_____

Overview
Provide a brief overview of your proposed activity. Please make sure to include all applicable information.

_____

_____

_____

_____

Justification
How does the purpose of the grant request align with the University's DEI goals and support CU Denver's goal of becoming an Equity Serving Institution?

_____

_____

_____

_____

Funding

Have you secured (or are you considering) any other funding sources? If yes, please explain. Grant applications that are cost shared will have a higher potential to be approved.

Please do not include your expenses in this response. You will have the opportunity to provide a breakdown of estimated expenses later in the application.

_____

_____

_____

_____

_____

Please note that if awarded, grant funds will be transferred to a university speed type after the event, conference or program up to the maximum amount of the grant.

For all travel, airfare must be booked through Concur/Christopherson Business Travel and a copy of the Concur CU Detailed Report with Allocation and Travel Dates submitted post program.

Event: up to $1,000
Conference: up to $2,000
Professional Development: up to $2,000
Student Groups (6 or more): up to $10,000

Funding

Please list your Speed Type (must start with a 610 or 611) and that account's fiscal contact.

○ Speed Type _____

○ Finance Contact Name _____

○ Finance Contact Email _____

Evaluation

What sort of data will be collected to measure the impact of your grant request?

_____

_____

_____

_____

_____

Link to conference

_____

Dates of Conference

_____

Location (City, State)

_____

Are there specific sessions, speakers or activities related to DEI you will be attending at the conference.

_____

_____

_____

_____

_____

Breakdown of estimated expenses per person:

Conference Registration Fee : _____
Airfare / Travel Costs : _____
Transportation : _____
Hotel : _____
Food/Per Diem : _____
Other : _____
Total : _____

If you listed an amount as other. Please provide additional information about the request.

_____

Type of Professional Development Requested:

☐   Continuing Education (class or workshop focusing on DEI)

☐   Participation in a professional organization

☐   DEI based training

☐   Other, please enter below:

_____

Breakdown of estimated expenses:
Registration Fee : _____
Other : _____
Total : _____

_____

What skills will be gained through this professional development opportunity?

_____

_____

How will these skills assist you at your position at CU Denver?

_____

_____

How will this opportunity expand your professional network?

_____

_____

Event Date

_____

Start and End Time

_____

Location

_____

Target population/attendees (who is this event open to)

_____

Estimated number of attendees

_____

Flyer/Image. If you already have a flyer or image for this event please attach it.

Breakdown of estimated expenses
Venue Rental : _____
AV : _____
Speaker Fee/Honoraria : _____
Catering : _____
Marketing : _____
Other : _____
Total : _____

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If you listed an amount as other. Please provide additional information about the request.

_____