**The Vice President's Grant for Student Research in Diversity (SRD)**

**SRD Grant Description and Application 2016 - 2017**

**REQUEST FOR PROPOSALS**

**DESCRIPTION AND ELIGIBILITY**

The Vice President's Community and Diversity Grant Fund is sponsoring a **GRANT FOR STUDENT RESEARCH IN DIVERSITY** for matriculating Teachers College (TC) students [M.A., M.S., Ed.M., Ed.D., or Ph.D.].

Two $3,000 grants will be awarded to two students, and will provide support for two outstanding student research projects related to diversity. Proposals should be for the initiation or completion of a research project involving diversity-related issues. Upon the completion of the research project, the recipient will be invited to share the results with the TC community either by delivering a lecture or sharing a published report. The one-year research grant is available for two outstanding projects focusing on diversity in research, teaching, learning, or community building. The goal is to encourage and support students’ projects in diversity-related issues that enhance research, teaching, learning, and/or community building.

Diversity in the context of this award program is broadly defined and includes the exploration of multiple perspectives involving, for example, culture(s), language(s), race-ethnicity, religion, gender, sexual orientation, or disability.

**AWARD**

Two awards of $3,000 each.

*Note: If you are a student and also employed at Teachers College, the grant will be taxed pursuant to IRS regulations.*

**THE COMMITTEE FOR COMMUNITY AND DIVERSITY**

The Committee for Community and Diversity (CCD) is a Presidential college-wide committee created as an outgrowth of the Diversity Task Force’s work in 1999. The CCD includes faculty, staff, administration and students. The committee’s purpose is to improve the academic, professional and social climate at TC. It is doing so by implementing the recommendations of the 1999 Diversity Task Force; supporting and encouraging community activities and development; and sponsoring the Vice President's Grant Fund to financially support diversity/community related projects and student research.

**PROPOSALS**

Proposals should be concise, no more than ten (10) double-spaced pages, exclusive of bibliography and instruments and should include the following sections:

A. Abstract
B. Problem or topic/rationale
C. Theoretical/conceptual framework
D. Detailed work plans of research design, including research questions, instruments and measures to be used, subject selection, data collection and analysis
E. Anticipated results
F. Implications for practice
G. Detailed budget (PLEASE NOTE: funds cannot be used for major equipment, tuition, to reimburse past expenses or for travel for anything other than data collection.)
H. Detailed time schedule for planned work
SUPPORTING DOCUMENTS
Each Proposal should include the following supporting documents:

1. Current Curriculum Vitae
2. Two Recommendations: One from the faculty sponsor of the student's work (the faculty sponsor must be a Teachers College faculty member committing to supervising the student's work on the project); and the second should be a general letter of recommendation from a faculty member or employer. BOTH must be submitted in a timely manner by the grant deadline.
3. Although a full IRB Proposal is not required as an addendum to the SRD Grant Application, Grant applicants must adhere to ALL IRB REQUIREMENTS for a research study in the context of this Grant application. Please indicate in your Grant application the date of your IRB submission, if applicable.

SUBMISSION
Each proposal must include eight (8) paper copies and the proposal must be submitted by email as well. (Please note: One set should have all original signatures.)

Submit the following:
• Contact information sheet
• Written Proposal
• Current Curriculum Vitae
• Two Recommendations
• All other supporting documents including references
• One email copy of the proposal including Written Proposal, Contact information sheet, Current CV and other supporting documents. (You are not required to submit recommendations electronically.)

All proposals with supporting documents must be submitted to:

Danisha Baro, Graduate Intern
Office of the Vice President for Diversity & Community Affairs
Teachers College, Columbia University
Room 128 Zankel
525 West 120th Street, Box 220, New York, NY 10027
(212) 678-4186
ws_div-comm@tc.columbia.edu

DEADLINE
Monday, February 22, 2016 at 12:00PM (including eight (8) paper copies and one electronic copy).

NOTIFICATION
The SRD Grant Awards will be announced the week of April 11, 2016.

AWARD TIME PERIOD
After the SRD Grant is awarded, the research should be COMPLETED AND REPORTED between June 1, 2016 & May 31, 2017. The student receiving the award must be a matriculated student during this time period.

Two Brief Progress Reports are required, one by November 30, 2016, and the second by April 1, 2017, in writing; and at least one of these reports is required in person before the Committee for Community and Diversity. PLEASE NOTE: Failure to follow this stipulation of the grant may result in withholding or returning the grant funds.
**PROPOSAL APPLICATION INSTRUCTIONS**

A well prepared scholarly proposal is typically a demonstration of writing ability, preparation, experience and mastery of the subject matter or issue being explored. As such, the proposal has no strict format but should include the items listed below. Please use this checklist to insure that your proposal meets the design and goals of SRD Grant. Failure to include all items in this required format will disqualify your proposal.

**PROPOSAL CHECKLIST**

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<tr>
<th>PROPOSAL CHECKLIST</th>
<th>NOTES</th>
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<tr>
<td>Total proposal not to exceed 10 double-spaced typed pages (12 point font) – exclusive of bibliography, measuring instruments, and supporting documents</td>
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<td>Recommendation from another faculty member or employer (hard copy only – electronic version not required for recommendations)</td>
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Please deliver hard copies of this application and all proposal materials to The Office of the Vice President for Diversity and Community Affairs in 128 Zankel. Please submit eight (8) hard copies AND submit the proposal by email by **12pm on Monday, February 22, 2016**. If proposal materials are sent by the US Postal Service or other mail carrier, they must be RECEIVED in the office by the deadline. Late submissions will not be accepted and will be disqualified. **The FIRM APPLICATION DEADLINE is Monday, February 22, 2016, at 12pm.**

**Timeline**

- **Applications Available**
  - Friday, November 13, 2015

- **Deadline for Submission**
  - Monday, February 22, 2016
  - 12:00 pm

- **Announcement of Decisions**
  - Week of April 11, 2016

**Please return the application to:**

Danisha Baro, Graduate Intern
The Office of the Vice President for Diversity and Community Affairs
ws_div-comm@tc.columbia.edu
128 Zankel
525 West 120th Street, Box 220
New York, NY 10027-6696
(212) 678-4186