

STANFORD UNIVERSITY
VICE PROVOST FOR GRADUATE EDUCATION

STUDENT ORGANIZATION (VSO) FUNDING TO ADVANCE GRADUATE STUDENT DIVERSITY APPLICATION GUIDELINES

OVERVIEW

The Stanford University Office of the Vice Provost of Graduate Education (VPGE) has funding to support projects and events sponsored by recognized Stanford Voluntary Student Organizations (VSOs). These VPGE funds aim to advance graduate student diversity by serving the academic interests of current students and enhancing the quality of their educational experiences.

Requests may not exceed \$5,000 per project or event.

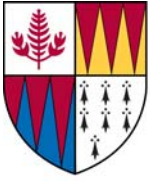
CRITERIA

Funding proposals must meet three criteria:

- (1) Advance the diversity mission of Stanford University. This could include:
 - Support the success of a diverse graduate student population
 - Serve the academic interests of a diverse graduate student population
 - Enhance the quality of the educational experiences of a diverse graduate student population
 - Cultivate interest in academic careers and aim to diversify the professoriate
- (2) Focus on graduate students and the graduate student community
- (3) Have academic or educational objectives

OUR COMMITMENT TO GRADUATE STUDENT DIVERSITY

At the graduate level, Stanford believes a student body that is both highly qualified and diverse in terms of culture, socioeconomic status, race, ethnicity, gender, work and life experiences is essential to educational excellence. A diverse community of scholars asks unexpected questions and has divergent insights, and so pushes the forefront of knowledge further, faster. The Office of the Vice Provost for Graduate Education works collaboratively with others to broaden the participation and promote the success of students from a variety of backgrounds under-represented within research universities. As a result, the next generation of leaders will be better prepared, and all members of the Stanford community can reap the educational benefits of diversity.



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These additional features are desirable, but not required:

- A pilot project or an experimental program rather than an ongoing activity.
- University-wide impact
- A small-scale experiment that, if successful, could be scaled up to have University-wide impact.
- Collaboration among several VSOs or offices
- Contributing funds from other sources
- Advancing other priorities of VPGE, such as:
 - Promote interdisciplinary collaboration among students
 - Foster student leadership and professional skill development
 - Further diversify the graduate student population

ELIGIBILITY

Only recognized Stanford VSOs may apply for funding. Please see <http://osa.stanford.edu/> for information on Stanford's policies and procedures regarding VSOs.

Organizations that have received funding in the past may apply again.

Organizations may apply for funding for more than one project or event in each funding cycle.

TO APPLY

If you have any questions contact Stefanie Moss at VPGE@Stanford.edu

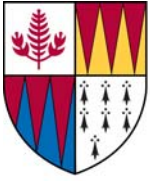
VPGE is using a standard online application for student-initiated funding requests. The application is at ssf.stanford.edu. This application is shared by the Office of Student Activities (OSA), Office of the Vice Provost for Undergraduate Education (VPUE), School of Humanities and Sciences (H&S), and VPGE. If you are also seeking funding from any of those organizations, you can use the same application.

WHEN COMPLETING THE APPLICATION, PLEASE CUSTOMIZE YOUR RESPONSES AS FOLLOWS.

In the *Request Information* section, provide a one paragraph event description.

In the *Funding Sources* section, check the VPGE box.

In the *Event Information* section, respond to the four questions with a narrative description to include the following information:



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Question 1: What do you want to accomplish and how?

- Objectives and goals
- Project or event details
- How the proposed project or event advances the VPGE diversity mission
- How the proposed project or event focuses on graduate students
- The academic or educational focus of the proposed project or event
- Assessment plan to determine project or event success

Question 2: Who is the anticipated audience?

- Who do you expect to attend or participate?
- Selection or recruitment of participants
- Outreach and publicity plans. (The Graduate Student Council Web site, under Graduate Resources, has suggestions for advertising your event to the Stanford graduate student community.)
- Projected attendance (number)
- Projected impact on University community

Question 3: What is the proposed event schedule?

- Event schedule
- Planning timeline

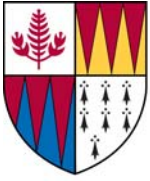
Question 4: Any additional information we should know?

- Anticipated sponsorship and funding sources
- Describe how the proposed project or event meets any of the additional desirable features listed above

Question 5: Event Type. Please check all that apply.

Budget Information:

- Use the online form to provide a detailed budget of itemized expenses
- List projected funding sources
- Highlight total of funding requesting from VPGE (not to exceed \$5,000)



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DEADLINES

Submission deadlines:

- November 1, 2007
- February 1, 2008
- May 1, 2008

Funds will be allocated by the Vice Provost for Graduate Education, advised by a review committee. Students will be notified of funding decisions via email approximately two weeks after the submission deadlines.

Selection criteria include:

- Quality of the proposed project or event
- Quality of the proposal
- Extent to which the proposed project or event meets the primary criteria and desirable features listed above
- Availability of funds
- Distribution to a diverse group of recipients.

FUNDING FOLLOW-UP

If awarded funding, please note:

- A post-event evaluation report on the project or event, including how it contributed to the University and how the funds were utilized, must be submitted to vpge@stanford.edu within 2 weeks of project or event completion.
- Please invite VPGE to attend the event (if appropriate).
- VPGE requests copies of advertising and other materials produced for the event, and would appreciate a few pictures taken at the event.
- Please acknowledge VPGE support on all advertisement and program materials, by including the office name (Office of the Vice Provost for Graduate Education). We can provide electronic versions of our logo.

If you have any questions about receipt or expenditure of funds, contact
Rebecca Jantzen at rjantzen@stanford.edu