Statement of Purpose and Guidelines

The President’s Commission on Cultural Diversity & Inclusion (PCCDI) is committed to supporting and facilitating programs that help create, sustain or promote a climate that fosters cultural diversity on campus and within the broader community. The President’s Commission on Cultural Diversity & Inclusion also welcomes proposals that contribute to policy developments that impact and enrich the educational experience of students. **Funding does not cover food and lodging expenses.**

**Funding is subject to the availability of funds and not to exceed $500 for single day events and not to exceed $1,000 for multi-day events.**

Types of programs qualifying for consideration

1. Programs that bring speakers, artistic ensembles, and other performances to the campus.

2. Faculty and staff participation in research, performances, or competitions as a presenter or competitor at conferences, symposia, and other meetings.

3. Staff and student attendance or participation in research, performances, competitions or at conferences, symposia, and other meetings.

4. Field trips to museums, galleries, theatres, and other cultural settings.

Preference for funding will be given to programs that support the PCCDI’s mission and strategic plan initiatives: (The following are not in priority order).

1. Activities that involve active student participation such as individual performances or other presentations at national or state societies and conferences;

2. Opportunities that may be limited in terms of dates available and/or proximity of locations;

3. Programs that benefit the general university community;

4. Programs that benefit the largest number of students;

5. Activities that appear to be cross-disciplinary in nature; scope of activities, including but not limited to the venue (International, State, Regional, and Local);

6. Groups who demonstrate that they are conducting activities to help underwrite the total expenses incurred. Cost per student will be a major factor in committee consideration.
Application Procedures

Proposals for the President’s Commission on Cultural Diversity & Inclusion (PCCDI) will be accepted two times each academic year – once at the beginning of the Fall term and again at the beginning of the Spring term. A unified series of events, such as concerts or plays, which encompass multiple semesters, should be applied for during the event’s enrollment period. In addition, proposals submitted one semester in advance are limited to one application per term and will be considered on a case-by-case basis.

A schedule for the regular application periods follows:

1. The Fall term runs from July thru December. The deadline for proposals is September 20th at 4:00 p.m. The PCCDI will announce the allocations following the PCCDI funding meeting in October.

2. The Spring term runs from January thru June. The deadline for proposals is February 20th at 4:00 p.m. The PCCDI will announce the allocations following the PCCDI funding meeting in March.

Procedures

1. Submit applications via email to cdi.commission@millersville.edu

2. Applicants should send one document (Word document or PDF) that includes each of the following:
   a. The completed application for funding
   b. A letter of support from student advisor or faculty member (student proposals only).

Reporting

1. All recipients must submit a brief written report to the President’s Commission on Cultural Diversity & Inclusion detailing the outcomes of the event or program.

2. Recipients must submit an updated budget indicating expenses and attach copies of all receipts.

3. Recipients will be asked to present information regarding their event or program at a future Cultural Diversity & Inclusion Commission meeting.

The above materials are due via email to cdi.commission@millersville.edu by the end of the fall/spring term or after the event or program. Failure to submit any of the above documents within the allotted time frame will affect future funding requests.
APPLICATION FOR FUNDING

The Mission of Millersville University’s Commission on Cultural Diversity & Inclusion is to foster a university climate that promotes racial and cultural diversity. The Commission actively supports university policies, practices, and programs that address the issues pertaining to cultural diversity and underrepresented racial groups.

Event Sponsor(s) / Requestor(s): Enter name
Title of Event, Activity, Program: Enter event title
Date of Event: Date
Location of Event: Enter location

Please provide a description of this event: (no more than 250 words)
Click here to enter text.

Contact Information
(Please provide name, phone number and email address)
Primary Contact: Primary
Secondary Contact: Secondary

Estimated Budgetary Information
(To fill-out this section, place cursor in first field and TAB to the next field)

<table>
<thead>
<tr>
<th>Honoraria/Consultation Fee:</th>
<th>Other Expenses (please specify in 30 characters or less)</th>
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<tbody>
<tr>
<td>Transportation Costs:</td>
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<td>Toll, Parking, Miscellaneous:</td>
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<td>Admission Fee:</td>
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<td>Lodging / Housing Accommodations:</td>
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TOTAL EST. COST: $0.00

Please list other source(s) you have requested funding from and the amount that was approved as of submission of this application. If no amount is listed next to your source, we will assume that approval is pending.

REQUESTED AMOUNT OF FUNDS

TOTAL FUND SOURCE AMOUNT: $0.00

Please provide a narrative, no more than 500 words, (with any additional supporting documents) addressing the following:
- Alignment with PCCDI Mission Statement
- Educational Enrichment
• Impact on the Campus/Community

Click here to enter text.