

**Presidential Mini-Grants for Departmental Diversity Initiative
Proposal/Evaluation Plan Guidelines**

Action Plan		Evaluation Efforts		
Program Vision	S.M.A.R.T. Goals and Implementation Plan (Specific, Measurable Achievable/Ambitious, Realistic and Time-phased)	Indicators	Data Collection Source	Data Collection Method
Guiding Questions				
<i>What is the issue/challenge you are looking to address and how would your program address it?</i>	<i>What are the smaller steps to reach program goals? What are the necessary action steps to accomplish objectives?</i>	<i>What will you need to observe to determine if/or when the objective was met?</i>	<i>What instruments will you use to collect data and program feedback?</i>	<i>How will you collect your data?</i>
Examples				
Challenge/Issue - Lack of diversity in environmental sustainability research <hr/> Promote diversity in environmental sustainability research.	At least 50 students will attend an environmental sustainability conference focused on celebrating diversity in February or March of 2019. <hr/> Form a conference planning committee. <hr/> Recruit diverse group of students	Attendance of students at the conference.	Sign-in sheets	Student registration forms <hr/> Students will sign in upon arrival to the conference.
Challenge/Issue - lack of empathy and understanding of the challenges facing LGBTQ communities <hr/> Raise awareness about LGBTQ community.	Offer five LGBTQ peer education workshops throughout the 2018-19 academic year. <hr/> Develop workshop curriculum with representatives and experts of communities. <hr/> Outreach to students/faculty/staff	Increase participants' awareness of LGBTQ issues.	Surveys	Pre- and Post-surveys will be administered at each workshop.