Distinction through Diversity FUND GUIDELINES

# Background:

The Office of the Executive Vice President and Provost and the Division of Diversity, Equity, and Inclusion have created a partnership to support the recruitment and retention of outstanding tenured/tenure-track faculty who will further the UI’s goals to advance its academic mission through the recruitment and retention of underrepresented U.S. racial/ethnic minority (URM) faculty and students.

# Eligibility Criteria:

1. Tenured/Tenure-track faculty appointments;
2. Faculty who will advance the UI’s commitment to the recruitment and retention of URM faculty and students. **URM** is defined as American Indian or Alaskan Native, Black or African American, Native Hawaiian or Other Pacific Islander, Hispanic or Latinx.

# Use of Funds:

These funds are designated to support both recruitment and retention, and they may be used in the following ways:

* Supplemental support for research supplies, equipment and/or travel funds.
* Summer salary support.
* Professional development efforts within the department to support diversity, equity and inclusion (e.g., seminar series, outside speakers).
* Programmatic support for faculty member’s research agenda (e.g., conferences, symposia).
* Other activities detailed by the department upon application for supplemental funds.

# Budget:

* Allocation per individual faculty member will be made up to a maximum of $50,000.
* Funds will generally be awarded on a one-time basis; applicants may request funding for two years (and in rare cases, up to three years), but the total may not exceed $50,000 for all years. Multi-year applications may be approved, pending a successful annual report warranting renewal.
* Requests for smaller amounts – such as a single $5,000 or $10,000 award – may have a better chance of being funded.

# Application Process:

* Deans, directors, or departmental executive officers shall submit a completed **Distinction through Diversity Fund Application Form** to the Office of the Provost for review by the Associate Provost for Faculty and the Associate Vice President for Diversity, Equity, and Inclusion. Funds will be allocated on a competitive basis.
  + Deans, directors, or departmental executive officers can apply for **recruitment funds** as soon as a tenure-track URM faculty finalist has been identified. Applications can be submitted up to the time a formal offer is made to a new tenure-track faculty member. Funds will not be dispersed to a department in the case where the faculty recruit does not accept the offered position.
  + Collegiate or departmental leaders can apply for **retention funds** at any time during a faculty member’s tenure.
  + The Associate Provost for Faculty and Associate Vice President for Diversity, Equity, and Inclusion will review the application and inform the collegiate dean, director or DEO of the outcome of the funding request.
  + At the end of each academic year, the collegiate or departmental leader (in consultation with the awardee) shall complete a **Distinction through Diversity Fund Annual Reporting Form** explaining how the funds were used and actions the unit put into place to foster a supportive and inclusive environment. The Office of the Provost will produce an annual program report tracking the success of the program in advancing the UI’s academic mission.

# Application Evaluation:

Applications will be assessed competitively according to the following criteria:

* + Explanation of how the funds will contribute to advancing the unit’s effectiveness in the recruitment and retention of underrepresented U.S. racial/ethnic minority (URM) faculty and/or students.
  + Unit’s commitment to fostering and maintaining a supportive and inclusive environment for URM faculty members. For example, efforts the unit has taken/will take to develop an inclusive atmosphere (e.g., integration of diversity, equity & inclusion strategies in unit strategic plan, mentoring programs, professional development workshops, invited speakers).
  + Current racial/ethnic demographic composition of the unit’s faculty (by headcount).
  + Proposed use of funds.
  + Requests for individuals who have already signed contracts will not be considered.

Distinction through Diversity Application Form

To be completed by a dean, director or departmental executive officer for approval and signatures.

# Faculty Candidate/Member

Name: Click or tap here to enter text.

Rank: Click or tap here to enter text. Department/College: Click or tap here to enter text.

# Dean, Director, or DEO Requesting Funds

Name: Click or tap here to enter text.

Title: Click or tap here to enter text. Department/College: Click or tap here to enter text.

# Type of Funding Requested:

If for recruitment, anticipated start date: Click or tap to enter a date.

## Detailed description of the amount of funds requested and proposed use.

Click or tap here to enter text.

## Explanation of how the funds will contribute to advance UI’s academic mission to recruit and/or retain U.S. racial/ethnic minority faculty and students.

Click or tap here to enter text.

## Description of the unit’s commitment to and actions toward fostering and maintaining a supportive and inclusive environment for URM faculty.

Click or tap here to enter text.

# Proposed Budget

Requested period of funding: FYClick or tap here to enter text. Number of years requested: Click or tap here to enter text.

Total amount requested (up to $50,000): **$** Click or tap here to enter text.

If for more than one year, please detail amounts requested per fiscal year and payment schedule requested.

Click or tap here to enter text.

# Approval

## Department/College Approval

### Departmental Executive Officer/Director

Name: Click or tap here to enter text. Title: Click or tap here to enter text. Date: Click or tap to enter a date.

DEO Signature:  Click or tap here to enter text.

### Collegiate Dean

Name: Click or tap here to enter text. Title: Click or tap here to enter text. Date: Click or tap to enter a date.

Dean Signature:  Click or tap here to enter text.

## Central Office Approval

The Distinction through Diversity Fund will provide $ during FY      . Per request and pending annual approval, renewal possible for       additional year(s). The total award will not exceed $       and will be used to support the following:

Supplemental support for research supplies, equipment and/or travel funds.

Summer salary coverage.

Professional support for new faculty member’s research agenda (e.g., conferences, symposiums).

Other activities as detailed below:

Associate Provost for Faculty Signature: Date: Click or tap to enter a date.

 Click or tap here to enter text.

Associate Vice President for Diversity, Equity, and Inclusion Signature: Date: Click or tap to enter a date.

 Click or tap here to enter text.

**SUBMIT COMPLETED FORM TO:**

Office of the Executive Vice President and Provost, email: [faculty@uiowa.edu](mailto:faculty@uiowa.edu)   
For more information, contact [faculty@uiowa.edu](mailto:faculty@uiowa.edu), 319.335.0256.

**** [**PROVOST.UIOWA.EDU/DISTINCTION-THROUGH-DIVERSITY-FUND**](https://provost.uiowa.edu/distinction-through-diversity-fund)