

DU Latino Center for Community Engagement and Scholarship (DULCCES)
FACULTY AND GRADAUTE STUDENT APPLICATION

The purpose of the DULCCES Grant is to support research, scholarship or creative activity, teaching, or activities with community members/partners that support the DULCCES mission. Small grants of up to \$2500 will be considered. Proposals will be reviewed and evaluated by the DULCCES Executive Committee on a rolling basis throughout the academic year.

Eligibility: All appointed and clinical faculty are encouraged to apply, but priority will be given to those who can demonstrate how the proposed research or creative activity; course development; or community activity contributes to the DULCCES mission (see attached); research or creative activity; course development, or community activity that is interdisciplinary; and research or creative activity that is not already funded by internal or external sources. Proposals that lead to the development of scholarly or creative products, new course prep, or activities that involve or are geared toward community partners/members will be given highest priority.

DULCCES grants are intended to cover expenses beyond those provided by the applicant's home department, division, or program. Once those options are exhausted, faculty may apply to DULCCES for support.

Most expenses for research and creative activity are eligible. For example, funds can be used to cover materials, specialized equipment, research assistants, copying from archives and special collections, transcribing interviews, coding data, duplicating and mailing questionnaires, or travel to/from research sites.

Funds can also be used to cover expenses associated with presenting research or creative work at professional conferences; expenses associated with serving as a panelist at a conference or public forum; attending a grant writing workshop; or participating in professional development workshops. In all cases, the activity must promote and/or benefit Latina/o communities.

Funds cannot be provided for:

1. Faculty salary or honoraria
2. Course release
3. Routine office expenses

Application Process: Applications should include the following items in one document:

- applicant information
- a narrative not to exceed 2 pages describing the project and detailing how the scholarship or activity will impact Latina/o students or community members/partners as well as how the project or activity relates to the DULCCES mission
- a timeline indicating when the funds will be exhausted
- detailed budget that indicates how the funds will be spent (“other” and “miscellaneous” expenses should be minimal)
- budget justification indicating if funds are being sought from applicant's home department or other funding agencies. If so, the amount of requested funds must be provided. If the project or proposal is already funded by internal or external sources, the applicant must indicate the amount of these funds as well.

Email applications and summary reports to Debora Ortega (Debora.ortega@du.edu). The summary must be completed before applicants or organizations are eligible for additional DULCCES grants.

Selection Criteria: In addition to contributing to the work and mission of DULCCES, proposals will be selected based on the following criteria:

- Clear explanation/rationale of what the requested funds will be used for
- Likelihood of completion of the project given the timeline and budget
- Appropriateness of the budget
- Relationship of the proposal to the applicant’s professional development as well as the project’s potential impact on DULCCES, undergraduate and graduate students, the campus community, and/or community members/partners

Grant recipients are expected to actively contribute to DULCCES. Recipients will also be asked to give a public presentation or summary of the paper, research project, or developed knowledge for which the funds were used. The presentation or summary must be completed before the applicant is eligible for additional DULCCES grants. The DULCCES Director will communicate with the recipient about the appropriate forum for sharing the funded work.

Funds requested, with documented itemized budget:

PROJECT BUDGET OUTLINE:

Expense Category	Amount	Description	Total (US \$)
TOTAL expenses			
Departmental Funds			
Divisional Funds			
Other Funds			
TOTAL AMOUNT REQUESTED			

For questions, contact the DULCCES office at (303)871-3196 or email DULCCES at latinocenter@du.edu