

WOX Grant Application Form for 2022

12/6/21

Use and completion of this Application Form is required for submission of your grant. Only Applications using this template will be considered for an award.

The completed WOX Grant Application must be emailed to cassidycoxs@xavier.edu **and** a paper copy with appropriate signatures mailed or hand delivered to Cyndi Meyer, Alumni Building ML 5630 by 5 p.m. **March 1, 2022.**

NOTE: Applicants are encouraged to seek proposal assistance through the Office of Grant Services. Please contact Shari Howell by phone at 745-1904 or email at howells3@xavier.edu as early as possible and at least 10 business days before the due date.

PROPOSAL FOR WOX GRANT

Title of Proposed Project: Smooth Transitions mentor and mentee development
Amount Requested: \$10,000
Name of each applicant, their position and signature: Diamond Brown, Smooth Transitions Coordinator <i>Diamond Brown</i>
Add ALL appropriate signatures below as outlined in the Guidelines document for the WOX Grant Awards. For each approval needed, please type the person's name, title, email address, and <u>have them physically sign the Application.</u> Sherrae Mack, CDI director, macks2@xavier.edu <i>[Signature]</i> Ivy Banks, VP Institutional Diversity & Inclusion, banksi@xavier.edu <i>[Signature]</i>
Provide a brief abstract that clearly and concisely states the aim of your project, anticipated value for XU students and/or faculty, and the indicators of success: (maximum 350 words) Provide development opportunities to build social and institutional capital, self-awareness and cultural competence for participants in the Smooth Transitions Program . The value lies in the leadership and identity development of underrepresented students in Smooth which aids in retention and engagement of underrepresented students on campus. Indicators of success- retention and knowledge assessment.

NARRATIVE

Please provide a detailed project description (in #1) and answer the questions below (#2 - #8) Limit the length of your answers (including project description) to three single-spaced, typed pages.

1. Provide a detailed description of your project; what will take place, where, when, and who will be involved in the project, and the timeline. (maximum 1 page)

Through this project mentors and mentees, in the Smooth Transitions program will engage in identity and leadership development through various workshops, speakers and/or trainings that center their identities and strengths/abilities. Mentors development will take place prior to the start of Smooth Transitions pre-orientation, they will participate in venture out, a customized, outcome-focused, off-site experiential education program offered through camp joy in order to establish and build fundamental team and leadership skills. In addition they will complete a strength assessment which they will utilize to build on and engage with the curriculum provided by Mayerson Academy to develop their strength based leadership style. During the academic year they will participate in developmental workshops on a monthly basis that expands on the strength based leadership model. Mentees in the program will engage with guest speaker(s)/facilitator(s) to begin the necessary identity and leadership development work to better prepare them for success and aid them in establishing a sense of belonging at XU. This project will take place throughout the duration of the 2022-2023 academic year in both on and off campus settings, outlined in the budget. In addition to the program participants, myself and outside facilitators, outlined in the budget, will be instrumental in the implementation of this project.

2. How does this proposed project enhance the mission and purpose of Women of Excellence?

WOX and the giving circle exists to honor, extend and advance the legacy of Xavier's and Edge cliff's extraordinary women graduates and allow women to collectively support Xavier and encourage the development of women as philanthropic leaders. As a XU alum, who identifies as a Black woman and the first person to serve in my role as coordinator for the Smooth Transitions program, I believe WOX supporting this project that I am overseeing would do just that, and enhance its mission and purpose in the process. If awarded the WOX grant, this project will take the Smooth Transitions program to new heights and enhance the experience of underrepresented students in the Smooth Transitions program. I believe this in turn will exemplify what WOX stands for and why it was created. WOX existence promotes & celebrates inclusivity and ingenuity, women were not initially a part of Xavier's student body, and however the inclusion of women has taken the University to new heights and allowed for amazing programs, such as WOX and Smooth Transitions to come about and flourish. This project if selected would enhance WOX's mission and purpose by supporting underrepresented students at Xavier which in turn would create a more inclusive, equitable and diverse experience for the larger Xavier community.

3. How will this project further the mission of Xavier University to "engage and form students intellectually, morally and spiritually, with rigor and compassion, toward lives of solidarity, service and success?"

This project would further the university's mission as its aim is to engage and form students in the various ways outlined above. When we talk about identity development we can't do that without engaging all of these areas as they are some of the aspects that make up one identity. Through developing student leadership skills and identity we can better equip them with the tools for lives of solidarity service and success. When we create these development opportunities through a DEI lens and cater opportunities to student's unique experiences and identities, such as underrepresented students, we are not only putting the mission into practice, but showing students that they are a part of that mission and providing them with a way to see themselves as members of the campus community and practitioners of the university's mission.

4. Why is this project important? Does it address a gap within existing University program

This project is important because it creates an opportunity for underrepresented student to feel seen, supported and valued both as individuals and as leaders at XU. We don't often see initiatives that center underrepresented students' work to grow in their identities and as leaders on campus and beyond. This project would address this gap and allow for a more robust student experience for those who participate. This would be a stepping stone and could be a pivotal moment in a student's collegiate career. In addition this would allow for representation for underrepresented prospect/incoming students and underrepresented students who are looking to see themselves as leaders within the campus community.

5. What is the expected outcome of your project? How many people (faculty, staff, students) will be engaged in your project? If the project will continue beyond the Grant timeline, what are your plans for future funding?

Outcome: As a result of participating in this project, students will have an increased awareness, and understanding of identity and leadership skills.

People: 1 faculty/staff, 35 students, 3-5 outside facilitators

For future funding beyond the grant timeline, plans are to apply for additional grants, work with alum to create a longer term funding scenario, and fundraise for identity and leadership development efforts in addition to the utilization of the general Smooth Transitions programming budget if necessary.

6. How will you measure the success of your project, if funded? What are the qualitative and quantitative measures that you will use to assess impact and effectiveness?

Success of the program will be measured using assessment tools provided through the facilitators in addition to assessment measures used by the university at large and within the Smooth Transitions program

Qualitative: Assessment to measure student perceived impact and knowledge

Quantitative: : Assessment measures that determine effectiveness of each workshop, speaker & training within the project, retention and persistence rates of students who participate in the project, comparative data of retention of participants vs retention of larger student population they represent (low SES, First gen students of Color), assessment that measures if student learning outcomes were met

7. If your project is funded, how will the WOX Giving Circle be recognized as having played a role in the success / completion of your project? Give specific examples.

WOX will be recognized through the Center for Diversity and Inclusion's website on the Smooth Transitions page where they will be highlighted as a contributor to the success and funding of the program. A Social media highlight would also be posted, which can be seen by current and prospective students, faculty, staff and Alum who engage without social media accounts. Additionally we will recognize WOX throughout the pre-orientation portion of Smooth Transitions that involves several members of the campus community as well as outside campus partners, student families and friends etc. Lastly a few WOX representatives will be invited to attend Smooth Transition's welcome ceremony and share a brief overview of the amazing work that WOX does. I would also like to connect with members of the giving circle/WOX for opportunities to engage without students if interested.

8. If you are applying for a 2-year grant, please explain why a 2-year award is important to the success of your project. **(Note: these are projects that will take 2 years to complete, not for 2 years of funding for the same project).**

N/A

BUDGET

What is the amount of funding requested?

\$10,000

Below please provide a **detailed** budget with justification/need for each itemized expense.

- If your project requires students to be paid, that payment must be included as an itemized expense. For example, if your project requires 2 student coordinators, the role needs to be specified and included as an itemized expense. [i.e. Student workers: 2 students*\$8.10/hr*10 hrs/week*12 weeks= \$1,944; Student worker fringe benefits - \$1,944*1%(stated fringe benefits rate for full-time students) = \$19.44]. Note: Students must be paid as an employee and cannot be given stipends.
- If more than 25% of your budget is allocated toward food and incentives, specific detailed rationale and explanation for these expenses should be provided.
- Include a detailed list of supplies and equipment necessary to complete your project.
- If your project's total budget is greater than \$10,000 per year, other sources of support must be stated and appropriate documentation from other funding partners must be provided.
- All costs, including student pay rates, must follow University policy. Your budget for these items should take this into account. Please contact Shari Howell (howells3@xavier.edu) to discuss budget questions.

Please see below for detailed budget

AREA	VENDOR	COST	JUSTIFICATION/NEED
Mentor Development			
Full day of Team & Leadership Development	Camp Joy-Venture Out customized, outcome-focused, off-site experiential education program.	\$3,600.00	\$100/participant; total of 36 participants- Unique experiential program that provides student leaders with a chance to participate in various immersive activities, and debriefs to promote team & leadership development. Through this off-site experiential program students are able to engage with one another as a new team in a creative and intentional way and identify ways they can utilize their leadership tools/skills in their roles as mentor
Transportation	First Student Charter	\$700.00	Transportation to off-site leadership development experience
One, 90-min. live facilitated training module	Mayerson Academy	\$1,000.00	A representative from Mayerson Academy will facilitate a live training session to provide students with insight on the results of their strength based leadership assessment which they complete prior to training. In addition the facilitator will provide an introduction to strength based leadership as well as tools and strategies for building a strength based team.
Mentor & Leadership Development Curriculum	Mayerson Academy	\$2,500.00	As a continuation of the strength based leadership assessment and 90-min facilitated module students will engage monthly with curriculum that takes a deeper dive into strength based work and how to utilize it in leadership roles & relationship development in order to better serves as leaders and mentors within the Smooth Transitions program. This curriculum includes workshops & materials (reports, action planning guides, etc.) as well as follow up coaching/consultation that aims to further develop their strength based leadership skills throughout the academic year and beyond.
Mentee Development			
1-2 Guest speaker(s)/ facilitator(s) for first-year student leadership and identity development	TBD	\$2,200.00	Pricing based off of average rate quoted by various guest speakers/facilitators utilized within the past year. As underrepresented students (low SES, First generation, students of Color) it is imperative that Smooth Transition first year participants start their collegiate career at Xavier, a PWI, on the path that promotes and encourages identity development and leadership. Identity and leadership development are vital in equipping these students with the necessary tools to successfully navigate XU and build a sense of community and belonging during their time at XU.
TOTAL:		\$10,000.00	