USF Jesuit Foundation Grant Application
Coversheet

Shawn P. Calhoun Mr.
University of San Francisco, calhouns@usfca.edu

Julia Dowd
University of San Francisco

Mary Wardell-Ghirarduzzi
University of San Francisco

Martha Peugh-Wade
University of San Francisco

Follow this and additional works at: https://repository.usfca.edu/icp

Recommended Citation
Calhoun, Shawn P. Mr.; Dowd, Julia; Wardell-Ghirarduzzi, Mary; and Peugh-Wade, Martha, "USF Jesuit Foundation Grant Application Coversheet" (2016). Ignatian Colleagues Program. 5.
https://repository.usfca.edu/icp/5
Name: Shawn P. Calhoun (PI) – Submitting on behalf of project team: Julia Dowd, Mary Wardell-Ghirarduzzi, Martha Peugh-Wade and Shawn P. Calhoun

College/Department: Gleeson Library | Geschke Learning Resource Center

Campus Address: Gleeson Library E-mail Address: calhouns@usfca.edu

Title of Proposal/Project: Diversity, Equity and Inclusion: A Roadmap for USF Faculty and Staff Professional Development

Total Amount Requested: $4,902

Have you previously received a Jesuit Foundation Grant? □ YES □ No

If yes, have you submitted your summary report and an itemized expense report to the Office of the Provost? □ YES □ No

All previous grant recipients must submit this report prior to the due dates to be considered for the next grant cycle.

TYPE OF GRANT APPLICATION: (CHECK ONE)

□ IGNATIAN SPIRITUALITY GRANT  □ PEDAGOGY GRANT

□ RESEARCH GRANT  □ COMMUNITY IN CONVERSATION GRANT

Please attach the following to this coversheet:

□ A written proposal (2-5 single-spaced pages) that includes each of the following:

  Project Title.
  Statement of project’s purpose and relationship to the Foundation’s mission.
  Desired methodology, outcomes, and assessment standards.
  Timetable.
  Relationship to the applicant’s past and future experience, research, or teaching.

□ Completed Budget sheet with necessary justification included and/or attached, including a Bon Appétit/University Catering estimate if catering expenses are a part of the budget and estimates from Travelocity or Expedia if air travel is part of the application.

NOTE: You must include the attached JFG Budget Sheet

□ Written letter(s) of support/recommendation from the applicant’s immediate supervisor and/or dean depending on the type of grant application. Please refer to the CRITERIA for detailed information for specific requirements for each grant category.

GRANT APPLICATION DEADLINES: Fall Semester November 1st; Spring Semester April 1st; or the following Monday if the 1st falls on a weekend.

Documents should be sent as pdf files electronically to wongl@usfca.edu by 5:00 PM.
# Jesuit Foundation Grant Proposal Budget

If a category is not applicable to your type of grant leave it blank.

<table>
<thead>
<tr>
<th>Category</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A Personnel Costs</strong> (e.g., stipends or honoraria for staff, faculty, student assistants, invited speakers, and benefits where applicable). Call the Office of Student Employment at 422-6770 for the current student pay rate. Describe the responsibilities of each person listed, and justify costs:</td>
<td></td>
</tr>
<tr>
<td><strong>B Catering &amp; Supplies</strong>. e.g., photocopying costs, refreshments, books; include justification for each item listed. Any catering requests must include a separate itemized budget estimate from Bon Appétit/USF Catering</td>
<td></td>
</tr>
<tr>
<td>B1. Catering (See attached proposal plan: Appendix 2.)</td>
<td>$3060</td>
</tr>
<tr>
<td>B2. Copies of Massingale book for all participants. Reading materials will set the stage for the 6-week conversation. See project description for background on text.</td>
<td>$442</td>
</tr>
<tr>
<td><strong>C Hotel Accommodations &amp; Per Diem</strong>. Include length of stay and calculate cost per day according to <a href="http://www.gsa.gov/perdiem">www.gsa.gov/perdiem</a></td>
<td></td>
</tr>
<tr>
<td><strong>D Airfare.</strong> (Printed estimate from Expedia.com or Travelocity.com must be attached)</td>
<td></td>
</tr>
<tr>
<td><strong>E Other expenses.</strong> Itemize and include a brief statement justifying each expense.</td>
<td></td>
</tr>
<tr>
<td>E1. Audio Visual – ITS support for all 6 sessions (LCD displays, microphones etc.)</td>
<td>$600</td>
</tr>
<tr>
<td>E2. Videographer – Setup and record all sessions for later viewing/analysis.</td>
<td>$800</td>
</tr>
<tr>
<td><strong>Total Cost of Project:</strong></td>
<td>$4902</td>
</tr>
<tr>
<td><strong>Amount requested from Jesuit Foundation:</strong></td>
<td>$4902</td>
</tr>
</tbody>
</table>

Amount requested from other sources (if any, please list): N/A.