



2024-25 FACULTY AND STAFF  
GRANT PROGRAM APPLICATION

Name of Project/Program: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

GCC Position: \_\_\_\_\_ Department: \_\_\_\_\_

E-mail: \_\_\_\_\_ Phone \_\_\_\_\_

Please check which category best describes your project:

- Arts & Culture       Athletics & Fitness       Career & Work Training       College Operations & Facilities
- Humanities/Social Sciences       Science & Technology       Other

Amount requested: \$ \_\_\_\_\_

Please attach a one- to two-page typed request that provides a comprehensive summary of your project/program and establishes the need. Please include the following:

- What do you propose to do?
- Who will be involved in the project/program?
- What are the benefits of this project/program to the students, college, and the community?
- How does this project/program support the College's [Institutional Strategic Plan](#)?
- Timeline for the project/program.
- How do you propose to use the funds requested? Please include specific budget information.
- Please list any other sources of funding you have applied for and include dollar amounts if already awarded.
- How will the Foundation's support be recognized?
- How do you plan to evaluate this project's success?
- If your project/program is successful, how will it inform your practice moving forward?

Please email this completed and signed form along with your proposal to [zjacobs@glendale.edu](mailto:zjacobs@glendale.edu)

**Submission Deadline – Thursday, May 30, 2024 by 5:00 PM PST**

<p>Your signature indicates approval of this request to the Glendale College Foundation</p> <p><i>Sangita Dube</i></p> <hr/> <p>Applicant's signature</p> <p><i>[Signature]</i></p> <hr/> <p>Chair or Department Head Signature</p> <p>Michael Ritterbrown</p> <hr/> <p>Print name of Chair or Department Head</p>
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Grant Review Committee comments and/or recommendations:

This grant was denied/approved on \_\_\_\_\_ The amount awarded is \$ \_\_\_\_\_

Dear Glendale Community College Foundation,

We are writing to request funding to establish a Diversity, Equity, Inclusion, and Accessibility (DEIA) Office at Glendale community College (GCC). The plans for this office align with the goals outlined in our Institutional Strategic Plan (ISP) and aims to cultivate a more inclusive and supportive campus culture conducive to the success of our students, staff, faculty, and broader community. This initiative is integral to our commitment to fostering a campus environment that embraces diversity and ensures equitable opportunities for all members of our community. Below, is our proposal detailing the projects scope, involvement, benefits, alignment with our strategic plan, timeline, budget, additional funding sources, evaluation methods and long-term impact.

Plan Outline:

- Project proposal: the purpose of this office will be to establish a dedicated office that focuses on fostering an inclusive campus climate. In collaboration with college constituents, this office will develop and implement professional learning opportunities that promote diversity, equity, inclusion, and accessibility for all campus employees.
- Proposed constituent involvement:
  - DEIA Faculty Co-Chairs: 50% release time for each faculty member (interdisciplinary preferred)
  - Classified Manager: full-time
  - Dean of Student Affairs: collaborative partner to meet when needed
  - Student Representatives: preferably 2 students recruited from cultural/learning communities
  - Guided Pathways Faculty Lead: collaborative partner to meet when needed (this is only if GP is still around and funded by the state)
  - Administrative representative: collaborative partner to meet when needed
  - Title IX: Collaborative partner when the position is created
- Benefits to students, college and community: the mission would be to create a stronger sense of belonging that align with Learning Outcomes; strengthen reputation since GCC would be one of a few DEIA Offices in CA; and finally create greater community engagement, stronger partnerships, and enhanced local support for diversity and inclusion efforts.
- Alignment with Strategic Plan: this office aligns with GCC's strategic plan by providing professional learning and support across the campus to enhance student success and equity.
- Timeline: in the 2024-2025 academic year: in collaboration with external DEIA expert, we plan to create a plan to set up the office and recruit the constituents who will be collaborating on the professional learning for the campus. We will also be working on securing a space for the office and meeting with all necessary invested colleagues and ensuring buy-in (i.e. Academic Senate, CSEA/Guild, AS, College Exec, etc.). The goal is to launch the office by Fall 2025.

- Budget Proposal: we are requesting between \$10,000-\$20,000 to pay for the external DEIA expert to serve as a consultant for the full academic year in 2024-2025.
- Other funding sources: we also have access to the Culturally Responsive Pedagogies and Practices grant which we plan to use depending on this grant application. We are also going to look into requesting funds from Academic Affairs as well as Guided Pathways. These funding sources are not secured yet. For the future of the office, we plan to look into DEIA grants that are available and submitting a proposal for program review for to start in fall 2024, to help secure institutional funds.
- Foundation Recognition: we plan to recognize the foundations support in both written and verbal messaging. We also plan on having a plaque which will recognize the foundations support.
- Evaluation plan: we plan to have surveys that will help with quantitative data and then interview those participating in the professional learning. For this upcoming year, since the office will still be in the planning phase, we will look for feedback from invested constituents.
- Long-term campus impacts: if we are able to create this office, then we will be able to ensure that DEIA efforts will be embedded into the foundational support of GCC. The goal is the make sure that DEIA efforts are not just superficially considered and that both employees and students feel supported in an equitable environment.

We want to thank the GCC Foundation Committee for reviewing our application and we look forward to hearing back from you. Please feel free to reach out to us if you have any questions or need additional information.

Thank you for your time.

-Sangita Dube and Maite Peterson  
Co-Chairs DEIA Senate Subcommittee