

## COGS Diversity, Equity, and Inclusion Award Guidelines and Conditions

### 1. Award amount

The amount awarded for a Diversity, Equity, and Inclusion Award is \$1,000.00.

### 2. Eligibility:

Graduate and professional students regularly (not provisional or lifelong) enrolled in a graduate or grad-professional program (not a certificate program only) at MSU and who are in good standing in their programs may apply. Faculty or others are encouraged to nominate a graduate student (Please email [fellowshipapps@grd.msu.edu](mailto:fellowshipapps@grd.msu.edu) to submit a nomination). Nominators should be those who directly worked with the applicant/nominee, can demonstrate and explain the applicant/nominee's impact on their program, unit, or department at MSU and/or on their campus community, or who are otherwise knowledgeable about how the applicant/nominee embodies DEI philosophy through their DEI actions. Students must be enrolled for the minimum credits to be in full-time status or provide a justification for less than full-time status. A graduate or professional student can receive a DEI Award once during their time at MSU.

### 3. Qualification for the DEI Award

Consideration will be given to graduate and professional students who 1) clearly embody and clearly demonstrate DEI work through addressing, challenging, or dismantling forms of discrimination, sexism, racism, and prejudice in or through their program, unit, or department at MSU; or by creating a more equitable environment in or through their program, unit, or department at MSU; and 2) who clearly demonstrate what work they did and the extent of that work, demonstrate the outcomes of that work, and display their commitment to furthering DEI in or through their program, unit, or department at MSU.

Examples include:

- Creating DEI panels, workshops, or other DEI activities/events that create a more equitable environment or addresses/challenges/dismantles discrimination, sexism, racism, and prejudice within or through a program, unit, or department on campus.
- Creating DEI focused forums, programs, or a series that creates a more equitable environment or addresses/challenges/dismantles discrimination, sexism, racism, and prejudice within or through a program, unit, or department on campus.
- Instituting a DEI program, series, or activities/events that creates a more equitable environment or dismantles addresses/challenges/dismantles discrimination, sexism, racism, and prejudice through a Registered Student Organization (RSO) or Graduate Student Organization (GSO) on campus that affects the campus community.
- DEI related volunteerism on campus with DEI impacts on campus.
- Service on DEI committees and boards within a program, unit, or department with DEI impacts on campus.

Nominators/recommendations should be from those who directly worked with the applicant/nominee, can demonstrate and explain the applicant/nominees impact on their program, unit, or department at MSU and/or to their campus community, or who are otherwise knowledgeable about how the applicant/nominee embodies DEI philosophy through their advancement of diversity, equity, and inclusion.

NOTE: This award is not for research on other related “-isms,” or DEI related work completed through a research assistantship, teaching assistantship, or any paid positions. This award is not for DEI work done in the applicant’s respective disciplines and/or professional societies at the local, state, regional, national, or international levels while a student at MSU. The DEI award is specific to DEI work affecting MSU students, staff, or faculty on campus in their respective or through their respective program, unit, or department.

NOTE: For those doing research on other related “isms” and societal “isms” more broadly or their research has impact on “isms,” please refer to the *Barbara Stewart Thomas and Jim Thomas Graduate Fellowship* (<https://grad.msu.edu/fellowships/thomas>).

NOTE: For those doing DEI work in their respective disciplines and/or professional societies at the local, state, regional, national, or international levels, this “DEI leadership” is considered Leadership under the *Disciplinary Leadership Award* (<https://grad.msu.edu/fellowships/cogs>). **Do not apply for a DEI Award if your DEI work is NOT occurring on MSU campus or within a program, unit, or department on campus with effects on campus communities.**

#### **4. Application deadlines**

The Diversity, Equity, and Inclusion Award application deadline is due on the same date as the Disciplinary Leadership Award. Applicants should check the Graduate School website for up-to-date deadlines.

#### **5. Selection criteria and decision authority**

A committee consisting of representative(s) from the Graduate School, 3 members of the COGS membership at large, and 2 graduate program directors will review applications based on students submitted DEI Award Application and recommendations. The committee will select 3-5 candidates and forward to the Dean of the Graduate School who will make the final decision. The Dean may also consider any remaining candidates in the pool.

#### **6. Availability of funds**

The DEI Award is awarded to up to five students at \$1,000.00 each in recognition of their DEI work. No additional funds are allotted to this award. There is only one application cycle each academic year for this award, administered by the Graduate School.

## **7. Distribution of funds:**

This award is awarded as a fellowship. A fellowship is taxable. You will receive a tax form from the University at the end of the year. If you owe MSU any money, MSU will take what you owe directly from this award prior to deposition.

Recipients need to be enrolled for the semester in which they receive their funding. MSU must follow federal awarding rules.

NOTE: If you have federal loans or other needs-based loans/aid, the amount of your fellowship award may cause a reduction of your loan(s) or other financial aid. You may still wish to consider the fellowship as this will most likely reduce your total loan debt at graduation. Please seek advice from your Office of Financial Aid Counselor before you turn down a fellowship.

## **8. Conditions for Acceptance of Funding:**

It is understood that the Applicant will, at his/her own expense, protect and hold harmless COGS, its officers, representatives, members, boards, employees, and agents from all claims, damages, costs, lawsuits and expenses, including but not limited to, all costs arising from administrative proceedings, court costs and attorney fees, that COGS may incur as a result of any act, omission, or negligence of the Applicant or any of its officers, members, employees, agents, subcontractors, or independent contractors which may arise out of this funding request.

The liability of COGS, its officers, representatives, members, boards, employees and agents with regards to the funding of the Applicant for any claims, costs, damages, losses, and expenses for which COGS is or may be legally liable, whether arising in negligence or tort, contract, or otherwise, shall not exceed the amount of funding provided by COGS to the Applicant. In no event shall COGS, its officers, representatives, members, boards, employees, and agents be liable for any indirect, special, or consequential damages.

The Applicant shall not transfer any right or interest in this Application without the prior written consent of COGS. The Applicant agrees to abide by all federal, state, and local laws and ordinances, as well as their student rights and regulations set forth by Michigan State University.