

THE KENAN INSTITUTE FOR ETHICS

CAMPUS GRANTS PROGRAM

Program Goals

The Campus Grants Program is intended to supplement funding for projects or activities that promote ethical reflection, deliberation and dialogue at Duke and beyond. Ethics is broadly defined to include both normative and applied topics that promote moral reflection and commitment in personal, professional, community, and civic life. The Campus Grants Program invites students, faculty and staff to propose projects of all kinds that feature intellectually rigorous content, competing perspectives, or discussion and debate across and within divergent constituencies. KIE welcomes projects on any topic but encourages projects related to the current areas of priority: Moral Education and Decision Making, Organizational Ethics, and Civic and Global Ethics.

Eligibility

- Funded programs must take place by June 30th of the academic year in which the award is received.
- Programs/events must be free and open to the campus community.
- Proposals must include the following:
 - A clear description of the project need, goals, and the results expected with details of the method of reporting and evaluation to be employed.
 - A time schedule for implementation, including methods to achieve the project goals.
 - The expected impact on the target group and negative consequences if any, of not being able to carry out the project or activity.
- The same program/event or publication may not be sponsored for two consecutive semesters or more than two consecutive academic years.
- Grants will not be made retroactively for projects or events that occurred in the past.
- Incomplete applications or those received after the deadline are ineligible and will not be reviewed. (Applicants will receive an email confirmation when a submission is received.)
- Travel grants for attending conferences or other individual activities will not be awarded.

Procedures and Policies

- Proposals should be typed in no less than an 11pt font and submitted electronically.
- All proposals must include the following: KIE Campus Grant Application Title Page, Project Description, and the KIE Budget Worksheet. No attachments or addendums.
- Funds must be expended by the end of the fiscal year in which the grant is awarded.
- A written request for changes in the allocation of approved funds must be submitted to the KIE before the scheduled event/project takes place.
- All materials and publicity must state that funding for the project has been made possible by: The Kenan Institute for Ethics.
- A Final Report and receipts must be submitted within 30 days from completion of the project.
- By submitting this proposal, you authorize KIE to use it (or excerpts from it) for research, archival and promotional purposes.

Maximum Amount Allowed Per Event/Project: \$500

Questions may be directed to kie@duke.edu

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CAMPUS GRANT APPLICATION

Submit by e-mail kie@duke.edu.

Project Name:

Date of proposed project/activity: from **to:**

Executive Summary (Please summarize project in 1-2 sentences)

Total Project Budget: \$

Amount requested from KIE (\$500 maximum): \$

Contact Person:

Organization or individual applying for grant:

Address:

Phone:

Email:

How did you hear about this grant?

Bus Ad Flyer Email Listserv Kenan Institute Website DukeList Website

Other:

Has your organization previously requested KIE funding? Yes No

If "Yes," the amount received: \$ **Date:**

Grant submitted by:

Undergraduate Student Graduate Student Staff Faculty

Along with this cover sheet, please submit:

- A brief (two-page maximum) **project description**, including specific consideration of the following questions:
 1. **Project Need:** Why is the project needed? (Clearly document and define the need.)
 2. **Project Plan:** What will be done? (Include a timeline and description of any deliverables.) Who will be involved? (Describe staff/organizational capacity to accomplish the program goals.) Who is the intended audience? (Include an estimated # of project participants.)
 3. **Alignment with KIE Mission:** How does the project promote ethical or moral deliberation and dialogue? Does the project reflect competing perspectives or intellectual rigor?
 4. **Priority Focus:** Does the project align with KIE's current priorities: Moral Education and Decision Making, Organizational Ethics, and Civic and Global Ethics.
 5. **Evaluation & Sustainability:** How will you document the activity and evaluate it? What plans, if any, are there for sustaining and/or expanding the project?
 6. **Publicity & Dissemination Plan:** How will the project be publicized in advance and/or its results disseminated afterwards? (Include any websites or other vehicles for distribution.)
- Complete the **budget worksheet**, indicating all planned expenses with a brief justification for each as well as all sources of support with the amount received or pending from each.

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Campus Grant Budget

Income Sources	Amount	Received/Pending?	
Amount Requested from KIE			
		Total Income:	
Expenses	Amount	Justification	Total
		Total Project Expenses:	

Please remember to check all addition carefully before submitting this form!