

# BCH DEI/AR Awards



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## Funding Title

UCSF Benioff Children's Hospitals' (BCH) Diversity, Equity, Inclusion and Anti-Racism (DEI/AR) Awards

## Award Amount

Each award will be from \$2,000 - \$5000 (pending availability of funds), with a total of up to 6 awardees.

## Eligible Applicants

UCSF BCH departments/units that have shown to advance diversity, equity, inclusion and anti-racism.

## Application Deadline

October 31, 2023, 5:00 pm PST

## Project Period

December 1, 2023 – June 15, 2024

Upon completion, a final report must be submitted to BCH DEI/AR Council. The format for the final report will be forwarded shortly after receipt of the award letter. Full funding of these awards are based on availability of funds.

## Background and Purpose

Established in 2017, the mission of the BCH DEI/AR Council is to build an institution that is rooted in justice and equity to nurture an inclusive culture and to cultivate and implement effective strategies for the just and equitable provision of education, discovery, and patient care. Our vision is to build an empathetic, supportive and equitable environment for the present and future UCSF Benioff Children's Hospitals community.

The project goal is to implement a DEI/AR project that brings intention, thoughtfulness, and a structured approach to achieve equity and inclusion in an environment that lacked the infrastructure where DEI/AR-related efforts could be scaled and maximized across the entire organization.

## Application Review

### 1. Criteria

The technical review of the BCH DEI/AR applications will consider the following four factors listed:

#### A. Factor 1: Department Experience and Need (20%)

- Demonstrated knowledge of the problem at the department level.

- Extent to which the applicant demonstrates understanding of DEI/AR needs
- Experience providing DEI/AR activities.

#### B. Factor 2: Program Proposal (35%)

- Appropriateness and merit of proposed approach and specific activities for each objective.
- The degree to which the project design, proposed activities and products to be developed are culturally and linguistically appropriate.
- Logic and sequencing of the planned approaches as they relate to the statement of need and to the objectives.
- Degree to which the goals and objectives are stated in measurable terms.
- Attainability of the goals and objectives in the stated time frames.

#### C. Factor 3: Evaluation (25%)

- The degree to which expected results are appropriate for objectives and activities.
- Appropriateness of the proposed data collection plan (including demographic data to be collected on project participants), analysis and reporting procedures.
- Potential for the proposed project to impact the DEI/AR efforts within BCH.
- Soundness of the plan to disseminate project results.

#### D. Factor 4: Timeline and Budget (20%)

- Attainability of the objectives in the stated time frames
- The necessity, reasonableness, and allocation of the proposed costs

### 2. Review and Selection Process

Applications will be reviewed and evaluated by the DEI/AR Council's Education Task Force Team.

## Application and Submission Information

### 1. Contact Information

Provide department, name of representative and contact information, name of division director, department address, phone number, e-mail address.



# BCH DEI/AR Award Application

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## 2. Need (200 words maximum)

Explain the justification for the proposed DEI/AR project and identify the target population to benefit from the proposed project.

## 3. Proposal (400 words maximum)

Describe the proposed program or project. Describe the project goals and objectives in measurable terms.

## 4. Monitoring and Evaluations (250 words maximum)

Describe how this DEI/AR project will be monitored and evaluated—the measurable goals as stated in the “proposal” section will be the basis for the evaluation.

## 5. Timeline

Submit a timeline for your proposed DEI/AR project. You will have up to June 15, 2024 to complete the project.

## 6. Budget narrative

Submit a budget narrative for the proposed DEI/AR project.

## Application Instructions

- ☐ Applications will be available to submit through Qualtrics at the link:  
[https://ucsf.co1.qualtrics.com/jfe/form/SV\\_e2MFRB3bZP9qa0e](https://ucsf.co1.qualtrics.com/jfe/form/SV_e2MFRB3bZP9qa0e)
- ☐ Instructions and information can be found on the DEI/AR Council webpage:  
<https://diversitybch.ucsf.edu/bch-deiar-awards>

## Contact Information:

Henry Ocampo  
Program Manager DEI/AR  
[Henry.Ocampo@ucsf.edu](mailto:Henry.Ocampo@ucsf.edu)

## Schedule of Deliverables and Payments

In accepting the DEI/AR Award, the applicant agrees to provide a Final Report to the BCH DEI/AR Council. Report forms and due dates will be provided with award letter. Funding transfer will be released once the project has been awarded.



# BCH DEI/AR Award Application

## Contact Information

Name:	
Job Title:	
Department/Divison:	
Supervisor/Director:	
Campus	<input type="checkbox"/> Oakland <input type="checkbox"/> San Francisco <input type="checkbox"/> Both <input type="checkbox"/> Other: _____
Work phone:	
E-mail Address:	

**NEED:** Explain the justification for the proposed BCH DEI/AR Award. **(Factor 1) (200 words maximum)**

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**PROPOSAL:** Describe the proposed BCH DEI/AR project. State each goal and objective in measurable terms. A description of how to write SMART objectives can be found on the following website:

<http://www.cdc.gov/healthyyouth/evaluation/pdf/brief3b.pdf>. **(Factor 2) (400 words maximum)**

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**MONITORING and EVALUATIONS:** Describe how the BCH DEI/AR Award will be monitored and evaluated. Please refer to the measurable objectives as stated in the proposal section to be the basis of the evaluation. **(Factor 3) (250 words maximum)**

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**TIMELINE:** Submit a timeline for the proposed BCH DEI/AR Award. The department has up to June 15, 2024, to complete the project. **(Factor 4)**

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**BUDGET NARRATIVE:** Provide a narrative budget justification, which describes how the categorical costs are derived. Discuss the necessity, reasonableness, and allocation of the proposed costs. **(Factor 4)**

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