

Faculty Staff Diversity Mini-Grant Application. Electronic submission is required. A signature page signed by each team member is required; please include a scanned/digitized copy with your submission or send the signature page separately to the Diversity and Inclusion Office. A signature page is included on the last page of this application.

Project Title (up to 25 words)

Midwest Interprofessional Rural Health Conference

List the members of the team and indicate their roles on the project. One member should be identified as Team Leader.

1 (required) Margaret Wan	Role on team: Conference Committee Co-Chair / Team Leader for this application
2 (required) Wendy Samuels	Role on team: Conference Committee Co-Chair
3 (required) Carrie Thompson	Role on team: Conference Committee Member
4 (optional) Kim McVicar	Role on team: Conference Committee Member

Contact Information for Team Leader:

Margaret Wan College of Health Professions Public Health Programs 200 Ferris Drive, VFS 403 Big Rapids, MI 49307	Phone: 231.591.3131 E-Mail: MargaretWan@ferris.edu
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Project Summary/Abstract If the application is approved the project summary will be posted on the Diversity and Inclusion Office website.

Thirteen faculty and staff members of the Ferris State University (FSU) College of Arts and Sciences and the College of Health Professions are collaborating to organize a Midwest Interprofessional Rural Health Conference (MIRHC) on April 3, 2018, at the University Center. The theme of the conference is “Creating the Future of Rural Health.” The goals of the conference are to:

- Publicize FSU as a leader in rural health in the Midwest region and beyond.
- Promote interprofessional education and research with focus on rural health.
- Provide networking opportunities among health professionals, service providers, and the general community that have an interest in or serve the holistic health needs of the rural population.

Educational sessions of the conference are planned to include topics such as health equity and environmental justice, substance abuse, food insecurity, and community development and collaboration, among others. The program will also include a film screening event of “Blood on the Mountain,” a documentary on exploited coal miners in West Virginia. These topics, as well as the rural health focus itself, are relevant to the health and well-being of underserved populations that are prevalent in rural areas. The conference is a learning opportunity for FSU students, faculty, staff, and the general public to be more cognizant of the needs of the diverse and underserved communities.

Project Narrative. Please be Concise. Structure your narrative as follows. Do not omit any section.

1. Discuss the need for this project;

Being located in Big Rapids, FSU is surrounded by rural areas that typically have large underserved populations. The Public Health Programs in the College of Health Professions have a rural health focus. Other programs such as Dental Hygiene, and the Social Work Program in the College of Arts and Sciences, have performed community services to contribute to the health of these populations. However, more can be done if the FSU community and the general public are better educated about the challenges and opportunities of rural health, hence the hosting of this conference.

2. Provide a detailed description of the project, including how it will be implemented and the specific roles of each member of the team;

The conference is managed by an interprofessional committee of 13 faculty and staff members from various disciplines, as well as a representative from the local hospital. Starting from June 2017, the committee has been meeting and planning every detail of the conference, from developing a theme and organizing the logistics, to identifying appropriate educational topics and presenters. Committee meetings are scheduled monthly until December, after which the frequency will increase to twice a month until the conference takes place in April 2018. Committee members will continue to develop and refine the conference program and share ideas on potential presenters, sponsors, and partners, and implement marketing strategies to attract the targeted audience.

The team members listed in this application are key individuals in the committee that spearhead the efforts. Some of their specific responsibilities are as follows:

Margaret Wan (Public Health) – Together with Wendy Samuels, serves as co-chair of the conference committee and oversees all conference planning activities; in addition, creates conference logo and preliminary budget, coordinates hotel reservations for conference attendees, contacts potential presenters and sponsors, and identifies funding sources.

Wendy Samuels (Social Work) – Together with Margaret Wan, serves as co-chair of the conference committee and oversees all conference planning activities; in addition, creates marketing materials to be published by University Advancement and Marketing, contacts

Conference and Professional Services regarding service contract, and identifies and contacts potential presenters and sponsors, and identifies funding sources.

Carrie Thompson (Social Work) – As a field director in her program, provides significant insight into the needs of the underserved population and assistance in identifying presenters that have expertise on relevant topics.

Kim McVicar (Health care Systems Administration) – As a member of the Central Michigan Regional Rural Health Network (CMRRHN), serves as the liaison between the conference and CMRRHN in exploring possible partnering opportunity, which will be invaluable to the conference's outreach and marketing efforts.

3. Provide the timeline for the project. Be sure to specify at what point the grant will be considered complete. Final Report is due within 3 months after completion;

As mentioned above, the conference committee began planning last summer. Between now and the conference date, the most important tasks team members in this application will accomplish and the timeline are as follows:

November 2017 and December 2017:

Recruit presenters and sponsors, apply for funding support.

January 2018:

Review submissions for conference presentations and select presenters; finalize conference program; continue to recruit sponsors; promote the conference to prospective attendees, including news releases and other publicity outlets; encourage FSU students to attend.

February 2018:

Continue to recruit sponsors and promote the conference to prospective attendees, monitor responses and registrations, maintain contacts with presenters.

March 2018:

Continue to monitor registrations and keep presenters posted, complete final conference arrangements including service orders.

April 2, 2018:

Host the conference film screening event on the day before the main conference.

April 3, 2018:

Host the main conference, take care of attendee and presenter needs as they arise.

Final report:

The grant will be considered complete at the conclusion of the conference on April 3, 2018. The final report will be submitted by June 30, 2018.

4. Describe the target audience and indicate how many participants are expected. Discuss how the project will be publicized and promoted and, if appropriate, how participants will be selected.

The target audience will be health professionals, service providers, and the general community that have an interest in or serve the holistic health needs of the rural population. This will include not only practitioners and researchers but also students from FSU and other institutions. Students receive a 50% discount on the registration fee. Attendance is expected to be about 150, of which a third will be students.

The conference will be promoted through news releases in the print, electronic, and broadcast media (including the FSU website and University-Wide Notices); postcard mailings; posters displayed around campus, and personal communications of team members to their professional networks.

Presenters are selected based on their expertise as researchers or practitioners, relevance of the presentation topics to the conference, and skills in using interactive presentation tools.

5. Discuss specifically how the project relates to the current Ferris State University Diversity and Inclusion Plan;

The project relates to the current FSU Diversity and Inclusion Plan in several ways.

- Our target audience includes diverse populations that provide or receive health services, health being defined, according to the World Health Organization, as “a state of complete physical, mental and social well-being and not merely the absence of disease or infirmity.”
- One of the goals is to publicize FSU as a leader in rural health. We purposely named the conference a “Midwest” conference to be inclusive of not just Mecosta County or even Michigan, but the Midwest region. The publicity and visibility of FSU in the region will contribute to recruiting a diverse student population and workforce.
- The learning opportunity for students will help all of them, regardless of background, ethnicity, etc., understand and be sensitive to the needs of the diverse populations (a) from which their peers come and (b) whom they might serve after they graduate.

6. List at least 3 measurable outcomes for this project/event. For each outcome, identify how it is connected with the Ferris State University Diversity and Inclusion Plan. Include a description of how the outcome will be assessed.

Outcome	Connection with FSU Diversity and Inclusion Plan	Assessment
Attendees and presenters come from diverse backgrounds, including underrepresented groups and the general public.	Create ways to intentionally bring students, including students from underrepresented groups and international students, and local community people together (page 13).	Overall conference evaluation survey, collected toward the end of the conference, reflects at least 25% of total participation from underrepresented groups and the public.
Students and others recognize the predicament of a population that is not only underserved but also exploited.	Promote understanding and skills to relate to people who are different (page 9).	Number of attendees, with a minimum of 20 students, and their discussions at the film screening event.

Conference committee members enjoy a collaborative learning experience.	Strengthen diversity and inclusion work across all Ferris campuses (page 9).	Positive feedback from conference committee members at a debriefing after the conference.
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Budget and budget Justification. Use the attached budget form. Required components are:

1. Itemized list of expenses with a brief explanation of each;
2. Itemized list of funds anticipated from other sources;
3. Amount requested from the Faculty and Staff Diversity Mini-Grant.

See the Mini Grant Rubric for additional guidance. If required components of the grant are missing, the grant will be returned.

Final Report.

A final report is required. Failure to submit the final report will exempt all team members from future mini-grant funding.

Expected completion date: April 3, 2018, with final report submitted by June 30, 2018.

The final report is due 90 days after the expected completion date. Final reports should be submitted to the Diversity and Inclusion Office.

Budget Overview			
	Requested Grant Funds	Funding from other sources	TOTAL BUDGET
STIPEND – for filmmaker of the documentary and includes his or her travel	1,200		1,200
HONORARIA – for plenary session presenters	2,000		2,000
TRAVEL – for plenary session presenters and any other invited presenters		2,000	2,000

FOOD – breakfast, lunch, and coffee breaks		2,500	2,500
RENTALS			
PRINTING & DUPLICATING – conference programs, posters, and postcards		300	300
PROMOTION			
SUPPLIES & POSTAGE			
RESOURCE MATERIALS			
ASSESSMENT TOOLS			
OTHER			
Conference and Professional Services		600	600
Credit card fees		225	225
Miscellaneous incidental expenses		175	175
TOTAL	\$3,200	\$5,800	\$9,000

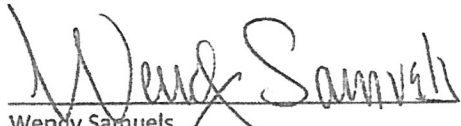
Signature Page



Margaret Wan

11/17/2017

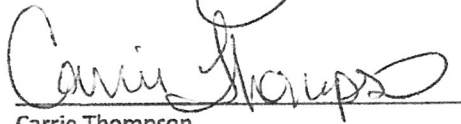
Date



Wendy Samuels

11/17/17

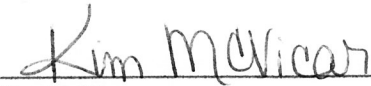
Date



Carrie Thompson

11/17/17

Date



Kim McVicar

11/17/17

Date