



<http://www.csuci.edu/ira/index.htm>

Application
Instructionally Related Activities Funds Request
2012-2013 Academic Year
DEADLINE: Fall and Academic Year 3/31/12
Spring 2013 deadline is 10/31/12

Applications must first be sent to the appropriate program chair. Chairs will then recommend and route them to the Dean's Office for review and authorization. The Dean's Office will then forward them to the IRA Committee for consideration.

Activity Title: *CONFERENCE ON SOCIAL JUSTICE FOR EDUCATION*

Project Sponsor/Staff (Name/Phone): *Dr. Tiina Itkonen, 437-3294*

Activity/Event Date(s): *April 20, 2013*

Date Funding Needed By: *January 30, 2013*

***Please Note that for Fall Requests the earliest that you will be notified of funding availability will be early June 2012 and for Spring Requests early January 2013.*

Please check if any of the following apply to your IRA:

- | | |
|---|---|
| <input type="checkbox"/> Equipment Purchase | <input type="checkbox"/> Field Trip |
| XXX <input type="checkbox"/> Event | <input type="checkbox"/> Participant data collection for public dissemination, i.e. interviews/surveys that result is a journal/poster session/newsletter |
| <input type="checkbox"/> IT Requirements | <input type="checkbox"/> Risk Management Consultation |
| <input type="checkbox"/> International Travel | <input type="checkbox"/> Late Submission |
| <input type="checkbox"/> Space/OPC Requirements | |
| <input type="checkbox"/> Infrastructure/Remodel | |
| <input type="checkbox"/> Other _____ | |

Previously Funded: YES **XXX** NO Yes, Request # _____

*If previously funded, please attach copy of IRA Report

Does your proposal require IRB (Institutional Review Board) approval: Yes **XXX** No

Assessment submitted for previously Funded Activity: YES NO **XXX** N/A

Academic Program or Center Name and Budget Code: School of Education, Code 745

Date of Submission: *10/26/12*

Amount Requested: *\$3,183*
 (Should match item 2. E. on page 6)

Estimated Number of Students Participating: *Numbers are from previous years*

Students (undergraduates, post bacc, graduates): 100

Faculty: 40

Community (teachers, administrators, parents, community organizers): 110

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Conditions and Considerations

Equipment Purchase-If requesting large equipment, Project Sponsor must show proof of correspondence with OPC Administration. In addition, all other purchases must follow Procurement Guidelines.

Events-For a large event, consultation with the events coordinator is recommended.

Merissa Stith has been contacted. She has worked with the conference team in years past.

Participant Data Collection for Public Dissemination-If Project Sponsor proposes to conduct research with human participants then it may be subject to IRB (Institutional Review Board for the Protection of Human Subjects) review. It is the Project Sponsor's responsibility to inquire with the IRB **prior** to IRA application submission to determine if the project is exempt from IRB review so that funding is not delayed. Please indicate on the cover page if your project is exempt from IRB review.

Field Trip-If approved, Identified Risks of Participation and Release Agreement must be submitted for each student to the Program Office (Public Folders-HR Forms).

IT Requirements-Requires proof of correspondence and approval from IT Administration

International Travel-Requires International Travel application be submitted to Center for International Affairs.

Risk Management Consultation-Requires proof of correspondence with Risk Management.

Space/OPC Requirements, Infrastructure/Remodel-Requires proof of correspondence with OPC Administration .

Late Submission - Requires explanation for emergency funding.

Fiscal Management: Project Sponsor's program will be responsible for all costs incurred over and above what is funded through the IRA award and will be responsible for seeing that any revenue that is intended to offset the amount of the IRA award is transferred accordingly.

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Requirements and Signatures

Please provide the following in your application:

1. **Brief Activity Description.** Describe the activity and its relationship to the educational objectives of the students' program or major.

The event is the 5th Annual Conference on Social Justice for Education. The conference has attracted attention throughout the county. Each year more and more participants attend. The conference allows prospective teachers (undergraduates taking pre-requisite courses and students in the credential programs) to learn about issues facing families and youth in Ventura county and to network with school principals and current teachers, to gain a deeper understanding of the multitude of issues that shape education policy and practice. Themes include for example anti-bullying programs, English language learners, students in special education, migrant families, early childhood interventions, to name a few.

Since many teachers are furloughed and struggling to make ends meet, student fees have gone up in the CSU, and many participants are field workers and indigenous people with limited means, it is the mission of the organizing committee to keep the conference free of charge. This includes providing parking and lunch free of charge.

2. **Relation to IRA to Course Offerings.** All IRAs must be integrally related to the formal instructional offerings of the University and must be associated with scheduled credit courses. Please list all classes that relate to the program proposed.

SPED 345, SPED 541, SPED 542, SPED 543, EDSS 560, EDS 462

3. **Activity Assessment.** Describe the assessment process and measures that the program will use to determine if it has attained its educational goals. **Please note a report will be due at the end of the semester.**

The event will be assessed by an end-of-conference evaluation sheet which is given to all participants at the time of registration. Reminders will be given throughout the day in each session and at the lunch panel.

4. **Activity Budget.** Please enclose a complete detailed budget of the entire Activity **bold** specific items of requested IRA funding. (Page 4)

5. **Sources of Activity Support.** Please list the other sources of funding, and additional support for the activity.
School of Education \$1000
Extended Education \$1000
Martin V. Smith School of Business \$1000
CSUCI Arts and Sciences \$250
Ventura County Social Justice Fund \$250
Ventura Unified School District \$250

7. **Acknowledgment.** Project Sponsor and Program Chair acknowledge that they have reviewed and accepted the Conditions and Considerations detailed on page 2.

Signatures and Dates

_____ Proj	Tiina Itkonen	✓	10/24/12
		_____	Date
_____ Proj	Manuel Correia		10/24/12
		_____	Date
_____ Aca	GARY Kinsey		10-24-12
		_____	Date

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ACTIVITY BUDGET FOR 2012-2013

1. Operating Expense Budget

A. Supplies	Linens \$245 _____
	Name tags \$60 _____
B. Vendor Printing	Program \$200 _____
C. In-State Travel	N/A _____
D. Out-of-State Travel	N/A _____
E. Equipment Rental	N/A _____
F. Equipment Purchase	N/A _____
G. Contracts/Independent Contractors	N/A _____
H. Honorarium	N/A _____
I. OPC Chargeback	\$300 _____
J. Copier Chargeback	\$200 _____
K. Other (Please Specify)	Parking \$750 (\$3 per car for 250 people) Lunch \$4100 Coffee (am) \$500 (\$2 per person) Lemonade (pm) \$250 (\$1 per person) IT staff for the day for videotaping, setting up panel mikes \$328

TOTAL Expenses \$6,933 _____

2. Revenue

A. Course Fees	_____
B. Ticket Sales	_____
C. Out of Pocket Student Fees (exclusive of course fees)	_____
D. Additional Sources of funding (Please specify And indicate source)	

Secured Funding:

School of Education \$1,000
 Extended Education \$1,000
 CSUCI Arts and Sciences \$250

Applied for (Pending) Funding*:

Martin V. Smith School of Business \$1,000

Ventura County Social Justice Fund \$250

Ventura Unified School District \$250

*these entities have previously funded at these amounts.

Total Revenue **\$3,750**_____

E. Total Requested from IRA \$3,183_____