



Women's Giving Circle

Grant Proposal Submission Cover Sheet

College and Unit: Division of Student Affairs; Career Development Center

Title of proposal: Investing in Inclusion

Point of contact: Carolyn Chitwood

Point of contact title: Career Counselor

Point of contact phone number: 479.575.3360

Point of contact email: cchitwoo@uark.edu

Total amount requested: \$4000.00

SIGNED*

Lee Harris 5-22-17
Director of Development Date

Charles S. Robinson 5-22-17
Dean/Vice Chancellor Date

**Must be signed by the director of development for your college/school/unit who will then route to the dean or vice chancellor for approval.*



Women's Giving Circle Grant Application

Instructions:

1. Complete all information in the grant proposal application.
2. Adhere to recommended text limits as indicated
3. Define any acronyms that are used in the proposal.
4. Upload the WGC Grant Application Budget Request Sheet as the final page of this application.
5. Please note that the WGC will not accept repeat applications beyond more than two consecutive years.
6. If you have questions, contact your unit's development officer for any clarifications or assistance in preparing your proposal.
7. Applications are due to the Women's Giving Circle by 5:00 p.m., May 15, Monday. Please deliver your application to your dean or development officer for review and approval prior to the submission deadline. We advise you to give these individuals sufficient time to make recommendations for changes and allow yourself time to execute them.
8. Remember to save a copy of your proposal before final submission.
9. We ask that you keep the following aspects of the Women's Giving Circle grant program in mind as you complete your application:

Women's Giving Circle Mission

To support innovative programs and research at the University of Arkansas

Women's Giving Circle Vision

To engage and empower women as philanthropic leaders at the University of Arkansas

Women's Giving Circle Funding Priorities

Support and promote scholarship, research, and service

Enrich the quality of life of women and children

Encourage outreach and engagement in Arkansas

Areas that meet the strategic priorities for the university and the WGC

- Focus on retention/graduation
- Increase undergraduate opportunities, i.e., building the endowment; involving students in research or service learning project with a collaborative bent
- Promote graduate student participation in research
- Focus on collaboration
- Follow the land grant mission to fund projects that support needs in the region and the state with emphasis on collaboration between colleges/departments/units
- Invest in faculty excellence
- Recruit first-generation students from Arkansas
- Advance the mission of the WGC

Identifying Information:

College or Unit Affiliation

Dale Bumpers College of Agricultural, Food and Life Sciences

Fay Jones School of Architecture and Design

J. William Fulbright College of Arts and Sciences

Sam M. Walton College of Business

College of Education and Health Professions

College of Engineering

Honors College

Graduate School and International Education

School of Law

Student Affairs

University Libraries

Other

*Please specify **OTHER** unit affiliation:* _____

Title of Proposal: _____

Primary Contact and Title: _____

Primary Contact E-mail _____

Primary Contact Phone Number _____

Project Summary (200 word maximum)

Is this:

an expansion of a current program

a new program

Please list media sites (if any) utilized by your project or program to publicize the project/program, i.e., website, social media, etc?

If your project is funded, describe innovative ways how the WGC will be recognized in the success/completion of your project?

Grant Proposal

*What is the specific scholarly or community needs your grant request addresses?
(100 word maximum)*

How does your proposed project or program assess how these needs will be redressed?
(100 word maximum)

Describe any unique and/or innovative aspects of your project or program that improves what is already known about your area of inquiry. *(100 word maximum)*

Please list up to five (5) expected outputs and outcomes with corresponding measurements. (Please note: just listing outputs is not sufficient.)

Document if there are other programs/projects that attempt to address the same needs as your proposal. If so, describe whether and how you will collaborate with them.(100-word maximum)

Demographic Considerations

First generation students engaged in the project: Yes No

Number of current UA students engaged in the project:

Geographic region served:

- ☐ Northwest Arkansas
- ☐ Southwest Arkansas
- ☐ Northeast Arkansas
- ☐ Southeast Arkansas
- ☐ Central Arkansas
- ☐ Campus

Budgetary Considerations

Have you received WGC Funding before?

- ☐ Yes
- ☐ No

Please provide the year(s) and project name(s).

Total proposed budget for project or program: (proposed budgets of more than \$20K will not be considered; in typical years WGC proposals fall within in the \$5-10K range):

\$_____

Should match Item 1 on Budget Request sheet.

Please list total funding commitments from external or campus sources to date:

\$_____

Should match Item 2 on Budget Request sheet.

How much, if any, of your request involves funding for the following?

Please estimate using percentages

Student Compensation: ____%

Equipment: ____%

Total funds requested from WGC Grant:

\$_____

Should match Item 3 on Budget Request sheet.

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Y^j - oe^j j⁻ d[«] 3 μ[«] ± 3 Y^o oe^a Y[±] j ° «^a Y^o dY⁻ @ j| oe[«] (R- R) fS[©] . 3 «^R Y[©] š^Y Y[©] ± ©

In the rare case that grant resources cannot be expended, be prepared to return the remaining funds to WGC.

If selected as a recipient for a WGC grants, you will be required to submit two progress reports, including a budget summary, as well as a poster of your project for purposes of grant presentation.

Please be sure to save this document within the Grant Application Packet.

Women's Giving Circle Grant Application

Grant Budget Request

College or Unit Affiliation: Division of Student Affairs, Career Development Center

Proposal Title: Investing in Inclusion

Primary Contact Name: Carolyn Chitwood, Career Counselor

(Itemized summary of planned expenses for 2017 grant cycle & estimated income for the period.)

Expenses				
Item	Total Proposal Budget (1)	Amount Already Funded (2)	Amount Needed	Amount Requested from WGC (3)
Personnel	0	0	0	*
Fringe Benefits	0	0	0	*
Travel	0	0	0	*
(e.g. airfare)				
Student Compensation	2000	0	2000	2000
Equipment	500	0	500	500
Supplies / Materials	0	0	0	0
(e.g. medical syringes)				
Marketing	150	0	150	150
(e.g. brochures)				
In-Kind Goods/Services	0	0	0	0
Other	1350	0	1350	1350
Total Expenses	4000	0	4000	4000

Funding Commitments to Date		
Source	Amount Committed (2)	Open Grant Requests (Grants requested but not committed)
n/a		
<i>Subtotal</i>	0	0
Total Income	0	

Minimum funds requested from WGC

*

Black boxes represent line items the WGC does not fund.

Comments: Please use this section to explain / clarify any line item.

Equipment: recording & editing software, rental fees for recording/lighting equipment, and purchasing event management software; **Marketing:** flyers & brochures; **Other line:** \$1350 for attorney/speaker fees spread out over 5 individuals. They will have specialized knowledge of workplace and discrimination laws applicable to each of our 5 targeted populations.