

**2008-09 St. Paul Board of Colleges (SPBOC) Small Grant Application
University of Minnesota**

The SPBOC small-grant program is designed to provide financial support to St. Paul campus student clubs/ organizations or individual (or small groups) undergraduate students in support of academic programs, community building events, or professional development activities. Examples include: campus-wide or club events, field trips, travel to professional meetings/conferences, etc.

SPBOC small grant requests for programs/events may not exceed \$1000. Individual professional development grant requests may not exceed \$200. All grant requests require a written recommendation from a club/ organization advisor or, in the case of a professional development grant, the student's academic advisor.

Note: club events/programs will be given special consideration if they accomplish one or more of the following:

- ◆ involve diverse groups and/or directly impact multiple students
- ◆ involve students/faculty from more than one club or academic department or college on the St. Paul campus
- ◆ applicants who have not already received grants during this academic year

*** Applications must be typed and received electronically at least two weeks prior to event or professional development opportunity.**

*** Submit applications to SPBOC@umn.edu.**

PERSONAL INFORMATION

Title of proposed program or professional development opportunity	Proposed date(s) of event
How many students and faculty will take part in your project?	
Your name or club/student organization name	
Name of faculty advisor or club/student organization advisor	
Name of contact person	Email Address
Phone Number	Amount (\$) Requested

CRITERIA Your answers to the questions below are *required* for our decision about whether to consider your proposal.

<p>1. Briefly describe the event, professional development opportunity, etc.</p> 	<p>2. Describe how this grant will foster interaction between students and faculty in your department and how it will integrate students into the academic life of the major/discipline or describe what professional development benefits you hope to gain through this experience; e.g. workshop/conference.</p>
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3. Will your program/event/professional development opportunity affect/involve a diverse population? Describe how.

4. Event funding only - describe how your program/event will be managed and evaluated and provide a project development timeline. Also, describe how you will evaluate the success of your event.

5. Itemize the anticipated expenses and revenues for your program or professional development opportunity. If appropriate, include costs for publicity, supplies, and miscellaneous costs. Estimate total cost. If you anticipate other funding resources for your program, include all other secured grants or request for grant funds with this proposal.

Expected Revenues (list all)

Estimated Expenses (list all)

Total

Total

6. Provide a brief recommendation from your club adviser or academic advisor. Recommendation should address how this program/ event will benefit students involved in this activity/program or how the professional development experience will impact your growth as a student/professional.

