

CALL FOR PROPOSALS – UW LICENSE PLATE PROGRAM SERVICE GRANT

Description

The purpose of this call for proposals is to encourage service projects by University of Wyoming Recognized Student Organizations (RSOs). The call is funded by revenues from the UW License Plate Program and is administered by the UW Alumni Association. RSOs currently in *Good Standing* with the university are invited to apply for this service project grant. One grant of \$3000 is available, although the judging committee may recommend multiple smaller awards to total no more than \$3000.

Timeline & Application Process

The University of Wyoming Alumni Association is opening this call for proposals on Wednesday, October 21, 2009. The deadline for application submission is Wednesday, November 4, 2009 at 5:00 p.m.

An organization representative must deliver the hard copy proposal to the University of Wyoming Alumni Association by the application deadline. Applications received after the deadline will not be considered. The Alumni Association is located at 214 South 14th Street – the corner of 14th Street and Grand Avenue.

Eligibility

Any University of Wyoming Recognized Student Organization (RSO) in *Good Standing* may apply.

Application Materials

Applying organizations must submit a detailed proposal that addresses the following items:

- 1) General description of the service project
- 2) RSO's goals for the project
- 3) Groups expected to benefit
- 4) Project's lasting impact
- 5) Project timeline and budget
- 6) RSO contact information and officer signature

Incomplete proposals may not be considered by the judging committee. Proposals must not exceed three pages in length.

Restrictions & Award Details

Events or tangible projects will be considered for this award. No donations can be made directly from grant proceeds, although revenues earned from funded projects may be donated.

RSOs will have one year from the award date to complete the service project. Awards will be distributed in a lump sum or installment payments dependant on project details.

The Alumni Association may request a progress report at any time during a project's implementation. A final report detailing project outcomes will be required.

Judging and Award Announcement

A committee of not less than five judges who represent ASUW and WyoSAA will evaluate the proposals. Applicants will be judged on the perceived merit of their project and the thoroughness of their proposal. Awards will be announced via normal campus channels within a few weeks of the application deadline. The Alumni Association will also mail award notification letters to the address listed on the proposal.

You may contact Jennifer Wade at (307) 766-4166 or jswade@uwyo.edu with questions.