

CEW+ Irma M. Wyman Student Grant Program

THE CEW+ Irma M. Wyman grant program provides financial support to recognized student organizations planning programs, activities, and training to assist in removing obstacles for women contemplating or pursuing careers in engineering, computer science, or the hard sciences. The Irma M. Wyman grant program is aligned with CEW+'s DEI plan and overarching mission of empowering women and underserved individuals in the University of Michigan and surrounding communities by serving as an advocate and providing resources to help them reach their potential. The Irma M. Wyman grant program is open to all registered student organizations working towards this mission.

ELIGIBILITY:

- Be a registered student organization with the Center for Campus Involvement in the current academic year (at time of application)
- Have an active University Fund Account through the Student Organization Account Service (SOAS) in good standing
- Submit a completed online application no later than 45 days prior to the date of your event (the earlier the better!)

CRITERIA/REQUIREMENTS FOR FUNDING:

- The application must clearly articulate its connection to advancing CEW+'s mission
- The application must demonstrate a strong educational component that is aimed at engaging the broader community about a particular subject
- The event, activity, or training must be open to the entire University community with an emphasis on providing programming for participants or an audience comprised of currently enrolled U-M students
- All proposals must include an event, activity, or training that will be free and open to the University community. While we understand that fees may be a way to help prevent no-shows, we follow the guidance of Michigan Student Life on this topic. We join Student Life in encouraging student org leaders to take proactive steps such as sending reminder emails, as well as creating a link to directly add the event/program to the guests' calendars to mitigate no-shows.
- Proposals must include a complete budget documenting other event collaborators and funding sources.
- Promotional materials (e.g., press releases, flyers, announcements and event programs, etc.) listing CEW+ as a co-sponsor must be reviewed by CEW+ prior to circulation and distribution.
- All publicity for events must have the co-sponsorship of the CEW+ Irma M. Wyman Fund listed and include the CEW+ logo.
- An electronic copy of all promotional materials and the final program created for the event must be submitted to CEW+ along with a final budget within 30 days after the event.



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BUDGET (SUBJECT TO CHANGE):

- \$250-500 maximum per organization per semester
- \$1,000 maximum per organization per academic year

EXAMPLES OF FUNDING:

- Program supplies such as print materials, AV costs, licensing fees
- Food including catering and delivery
- Space/venue reservation fees
- Workshop registrations for students to become facilitators of trainings
- Speaker and/or workshop contract fees

FUNDING WILL NOT BE GIVEN TO:

- Events that do not comply with U-M Policy or state/federal laws
- Events where alcohol is present
- Events that have already occurred or are not happening during the current academic year
- Events where the primary audience is non-University students
- Events/Programs for academic credit or class projects
- Events that judge individuals on physical appearance or talent
- Events promoting a political agenda; note activities focused on registering individuals to vote or access to voting is allowed
- Religious services; note that educational programs centered on religion and spirituality are permitted
- Any "break" trips (including but not limited to spring break, alternative break, winter break, etc.)
- Funds cannot be used to directly benefit charity or fundraising efforts
- Pre-Collegiate programs, including but limited to recruitment and mentorship of minors

WHEN YOU SUBMIT AN APPLICATION, BE PREPARED TO RESPOND TO THE FOLLOWING QUESTIONS OR STATEMENTS:

- Provide your individual contact information and information for the organization(s) your application represents including:
 - Link to Maizepage for the organization
- Describe the proposed activity including
 - Overview
 - Inspiration for the activity
 - Three main goals
 - Target audience and your publicity strategy for reaching that audience
- Provide a draft project/event/training agenda
- How the activity aligns with the mission/purpose of this grant, including how your project addresses empowering women and/or underserved individuals
- Describe how you will evaluate if you have succeeded in reaching your goals and how you will use the information you collect
- Provide your SOAS shortcode
- Indicate other sources of funding including those that may still be under review
- Submit a budget for the proposed activity that includes a line-by-line breakdown of all expenses

CEW+ staff is available to help clarify and work with you prior to submitting a proposal. We are always happy to consult with you about your program or suggest other sources of funding. Please reach out to us at any time if you have questions at contactcew@umich.edu or call us at (734) 764-6360.

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