



2021 WPI Women's Impact Network (WIN) Grant Guidelines

Purpose

The WPI Women's Impact Network (WIN) is a group of WPI alumnae, parents and friends whose mission is to provide pathways to advance women at WPI through support of critical activities that create a positive impact in the WPI community. All WIN members will have the opportunity to vote for the final grant award selections, choosing projects that resonate with the members' most meaningful causes and areas of focus.

Grant Applications

Eligibility/General Requirements for Applicants

The Women's Impact Network (WIN) invites grant proposal applications for projects and initiatives from the WPI community, which meet the following, grant criteria:

- Provide pathways to advance women at WPI
- Increase the number of women in Science, Technology, Engineering, Mathematics (STEM) fields
- Create a positive difference for women in the extended WPI community
- Elevate WPI's impact and extend its reach beyond the WPI community.

Various individuals and groups at WPI are eligible to apply for WIN Impact grants, including:

- Individual undergraduate or graduate students (requires a WPI faculty or staff sponsor)
- IQP, MQP, GQP or other project teams (requires a WPI faculty or staff sponsor)
- WPI student groups (requires a WPI faculty or staff sponsor)
- WPI faculty and staff
- WPI Alumni

The projects/initiatives receiving WIN grants can be independent projects, collaborative projects working between multiple disciplines at WPI, new programs, or partial support of an existing program. With the above criteria in mind, the following types of projects, programs and initiatives are considered appropriate for WIN Impact Grants:

- Funding for Professional and Leadership programs, including:
 - Programming related to the professional development training of women faculty, staff, students
 - Guest speakers who offer dialogue on women's issues
- Funding for STEM related K-12 pipeline activities
- Seed money for entrepreneurial endeavors for women resulting from undergraduate, graduate and faculty research work

Application must include a detailed budget for full and partial funding amounts and an impact statement for the partial budget.

Please note the following expenses will not be considered:

- WPI Faculty and University Staff Salary
 - Stipends: Per the Controller’s office, stipends are strictly for the reimbursement of expenses and cannot be used as compensation for employment-based services.
 - Wage expenses: Wage expenses are allowed for student workers and non-faculty/staff and should be budgeted separately from stipends and be aligned with current market/department rates for each job. Wage expenses for Faculty/Staff are discouraged. However, faculty applying for justifiable E Term wages must have confirmation that associated fringe costs will be covered by their department and not the WIN funds.
- Personal Technology Devices
- WPI Tuition
- Capital Improvements

A note about renewals: A recurrence of a previously funded project or event is considered a renewal. An applicant representing a previously funded project must submit a WIN Outcome report on the previous project before being eligible for new funding.

Award Amounts and Number of Awards

- The number of grants and the size of grants awarded are dependent on total contributions to WIN during the WPI fiscal year July 1, 2020 through June 30, 2021. Any contributions collected in the current fiscal year that are not awarded will rollover to the next grant award cycle.
- Suggested grant amounts are between \$1,000 and \$50,000. While we anticipate that most grants will have a duration of 1 year or less, grants will be based upon the completion of the project/initiative not a calendar date and can be spent over a period longer than 1 year.
- If a project’s total budget is greater than the size of the WIN grant, other sources of support must be stated.
- For grants \$25,000 and above, partial funding requests of at most 50% of the full funding request should be considered.
- Stipend requests must be itemized
- If the total grant award is not spent, the remainder will be returned to WIN. These additional funds will be distributed in the next grant cycle.

Application Process

The following is a timeline for the WIN application grant process:

Activity	Date
WIN Impact Grant Applications Open	October 21, 2020
WIN Impact Grant Applications Close	January 20, 2021 *Extended to Jan 28
WIN Impact Committee and membership complete list of finalists for grant awards.	February 26, 2021 *Extended to March 5
Notification of Grant Award Recipients	March 5, 2021 *Extended to March 19

- The WIN Grant Application will be posted on the WIN website early in B-term. WIN grant applications will be accepted online at: <https://wpiadvancement.tfaforms.net/458>
The application deadline is January 20, 2021 at 5:00 PM. *Extended to 5 PM, January 28, 2021
- All grant applications must include the name(s) and contact information for all WPI students, faculty and staff participating in the project and/or initiative.
- The WIN Impact Committee (or WPI) will provide grant proposal assistance. Please contact Stephanie Pasha by phone at 508-831-6620 or email at WINImpactGrant@wpi.edu as early as possible.

Selection of Award Recipients

- The WIN Impact Committee will review the grant proposal applications and, in consultation with the full WIN membership select the finalists by February 26, 2021. ***Extended to March 5**
- Applicants will be notified of application status on March 5, 2021. ***Extended to March 19**
- WIN Grant Announcement will take place as a virtual program. Details and date coming in January! All recipients are expected to attend.

Grant Progress Tracking

- Grant awards will be monitored and administered by the WIN Impact Committee. A member of the Impact Committee will be assigned to each grantee as an advisor. The WIN Impact Committee advisor will check in on a regular basis with grant recipients to verify progress and aid with any issues.
- Award recipients must submit a WIN Project Outcome Report within 30 days of the conclusion of the project/initiative or by June 30th of the following year, whichever comes first. This report should reference how the WIN Grant influenced your project, and include successes, challenges and a detailed comparative budget report. A WIN Outcome Report will be provided.

Expectations for Recipients

- Grant recipients may be asked to participate in various events showcasing their work
- Grant recipients may be asked to participate in video projects thanking donors and sharing work progress
- Grant recipients are expected to track and report data to show impact of project