2019 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 collectively designate their investment in areas that intersect with WPI's strategic priorities. By voting on the allocation of funds to be distributed for WIN Impact Grants, WIN members will have the ability to focus on causes that are most meaningful to them.

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 around the globe.

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

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

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, 2018 through June 30, 2019. It is our intent to award grants equal to the total contributions made during the current fiscal year. 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.
- 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 23, 2018
WIN Impact Grant Applications Close	January 9, 2019
WIN Impact Committee completes list of finalists for grant awards	February 6, 2019
Voting opens for full WIN membership for grant awards	February 14, 2019
Voting closes for full WIN members for grant awards	February 25, 2019
Announcement of Grant Award Recipients	February 28, 2019

- The WIN Grant Application will be posted on the WIN website on October 23, 2018. WIN grant applications will be accepted online at https://wpiadvancement.tfaforms.net/14. **The application deadline is January 9, 2019 at 5:00 PM**.
- 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 select the finalists by February 6, 2019. A rubric will be used to select the finalists upon which all WIN members can vote.

- A summary of all eligible applications will be made available to the full WIN membership from February 14 – February 25, 2019.
- Award recipients will be announced on April 6, 2019 at the WIN Grant Announcement event.

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 quarterly with grant recipients to verify progress and aid with any issues.
- Award recipients must submit a final report to their WIN Impact Committee advisor 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.

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