

# Tips for Writing a Successful WIP Grant

# Workshop Overview

- ▶ **By the end of this PDF, you will have:**
  - ▶ Learned about *Women in Philanthropy @ EMU* (WIP)
  - ▶ Reviewed the guidelines for the Women in Philanthropy grant process
  - ▶ Learned the components of successful grant applications
  - ▶ Shown how to submit a WIP grant proposal
  - ▶ Answered questions about WIP grants

# What is Women in Philanthropy (WIP)?

Cultivates faculty, staff, alumni, and friends as University supporters:

- ▶ WIP members contribute funding annually for grants that benefit the EMU community; *all funding comes from donations*
- ▶ **Anyone** can be a member;
  - ▶ Voting member: \$1,000 a year for 3 years, then \$1,000 a year
  - ▶ Non-voting members welcome for donations of any amount
- ▶ Started in 2010, WIP has funded 125+ grants of up to \$5,000

# WIP Grant Priorities

- ▶ Enhance learning opportunities for Eastern Michigan University faculty, staff, alumni and/or students
- ▶ Improve the Eastern Michigan University climate through support for diverse groups and collaborative efforts
- ▶ Foster creativity and innovation as it relates to Eastern Michigan University
- ▶ Expand partnerships between Eastern Michigan University and the community.

# Who is eligible to apply for a WIP grant?

- ▶ **All members of the EMU community (not just women):**
  - ▶ faculty, staff, students, student and alumni organizations, administrators
- ▶ **This includes (but not limited to):**
  - ▶ All instructors including faculty, part-time and full-time lecturers
  - ▶ Physical Plant employees
  - ▶ Administrative Assistants, Clerical and Support Staff
  - ▶ Students
  - ▶ Student organizations
  - ▶ Alumni chapters and organizations (but not individual alums)

# What kind of project can be funded?

- ▶ Project **does not** have to target women!
- ▶ Projects voted on by entire WIP membership (on average, 1 in 3 submitted projects are funded; ~10 per year)
- ▶ Projects need to meet one of the four WIP grant priorities
  - ▶ Enhance learning opportunities for Eastern Michigan University faculty, staff, alumni and/or students
  - ▶ Improve the Eastern Michigan University climate through support for diverse groups and collaborative efforts
  - ▶ Foster creativity and innovation as it relates to Eastern Michigan University
  - ▶ Expand partnerships between Eastern Michigan University and the community.

# Some grants WIP has funded

(complete list by year at [emich.edu/wip/about](http://emich.edu/wip/about))

- Jaycob Yang, COE Student Organizations Unite
- Christine Lancaster-Professional Readiness Exam Preparation Pilot (PREPP)
- Lynn Malinoff-Helping At-Risk Students Persist: A Conference for EMU, Local Educators, and School Districts
- Michelle Gaines-Early College [Alliance@EMU-Girls](mailto:Alliance@EMU-Girls) Group
- Jacqueline Goodman-Unpacking the Moroccan Feminist Movement's Success
- Kate Pittsley-Making a 'Dent' in the Textbook Problem: Library E-Books for Course Readings: A Collaboration Between Department Faculty and the EMU Library
- Anne L. Balazs-The Finishing Touch: A Resource for Job Seeking Students
- Melissa Robinson, Molly Peabody, Jason DeCamillis, and Janet Fisher-Connecting the Dots Conference 2015

# More grants WIP has funded

- ▶ Taylor Kirchoff - French Medieval Bioarchaeological Research Experience for EMU Undergraduate Collaborators
- ▶ Megan Connolly - The Science, Technology, Engineering, and Mathematics (STEM) Mentorship Program (SMP)
- ▶ Valerie Polakow and Marjorie Ziefert - Voices of Student Parents
- ▶ DeAnna Gapp - Removing Road Blocks in High Attrition Classes
- ▶ Kryn Ambs - The Influence of Cockpit Automation on Pilot Decision-Making in Severe Weather Conditions
- ▶ Peggy Liggitt - Internationally Accredited Certificate Program for Teaching in Higher Ed for EMU Faculty/Lecturers/GA's
- ▶ Jacinda Lisi - EMU STEM-athon!
- ▶ Heather Kahn - Local Tourism Initiatives as Strategies for Economic Development: Examining the Catalytic Role of Convention and Visitors Bureaus (CVBs)
- ▶ Hannah Keener and Emily Kent - EMU Women's Rowing



# Things we *like* & *don't like* to fund

- ▶ Yes to funding students, student and alumni organizations and projects
- ▶ Yes to funding staff and faculty projects
- ▶ Yes to service projects for EMU
- ▶ Yes to community collaborations with EMU
  
- ▶ Not usually faculty release time or *direct* student support
- ▶ Not usually travel to conferences unless students involved
- ▶ Not usually faculty research unless student participation

## Examples of what WIP will not fund

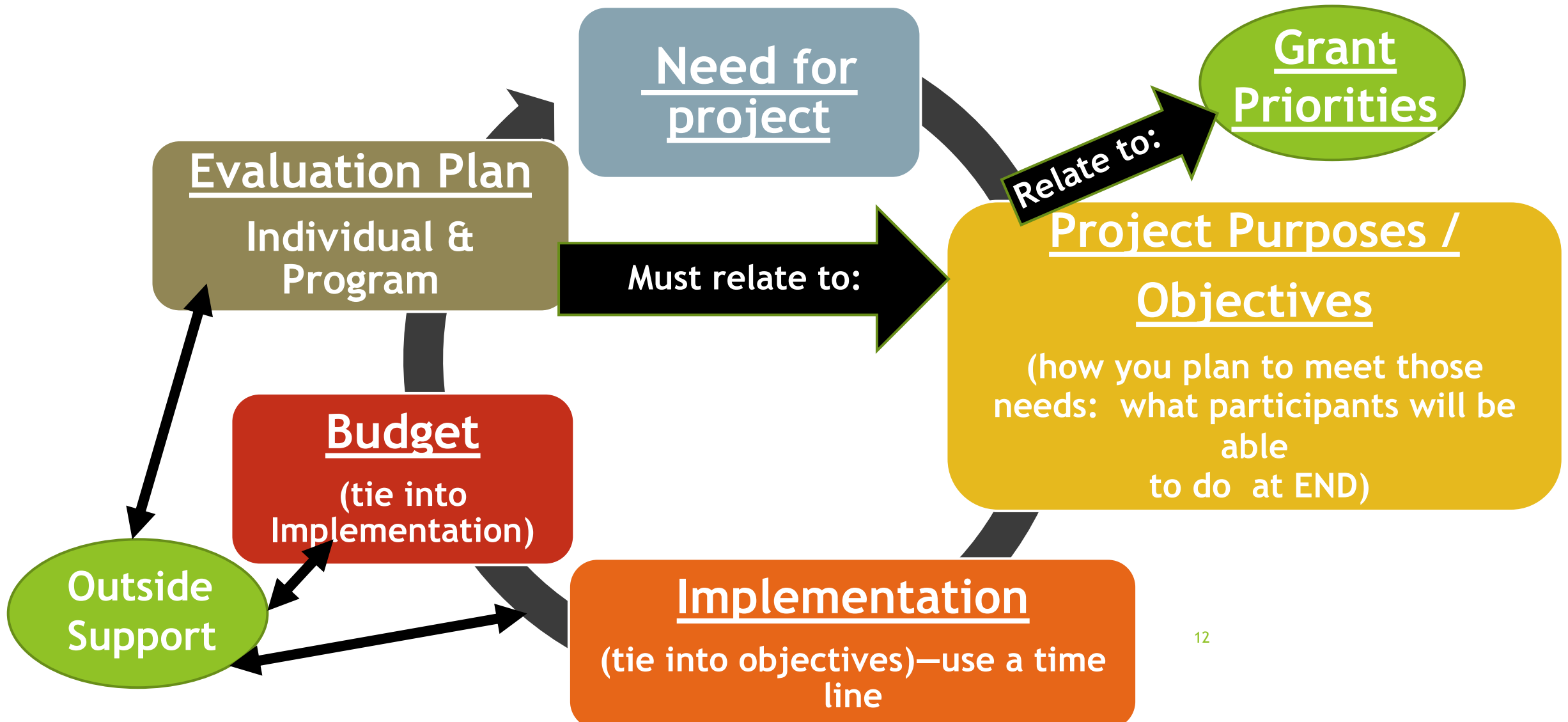
- ▶ Project that has been completed
- ▶ Project previously funded by Women in Philanthropy
- ▶ Paying off student debt
- ▶ Paying off credit cards
- ▶ Buying books for courses
- ▶ Personal travel
- ▶ Office supplies that are readily available
- ▶ Local travel costs

# Major grant application requirements

- ▶ **Need** for the proposed project—**WHY** is the project worthwhile?
- ▶ **Relation to** one or more of **WIP grant priorities** (Slide 4/6)—how project fits?
- ▶ **Objectives** for the proposed project (be specific)—Goals of project
- ▶ **Implementation** (work plan, logistics)—how will you meet objectives?
- ▶ **Timeline**—when will you do activities (within calendar year requirement)?
- ▶ **Evaluation** of project—how will you know if objectives met?
- ▶ **Budget**—**HOW MUCH?** (\$5,000 maximum) Breakdown costs **specifically**.

# Overall Grant Design(s)

(vary in terms used and question placement, but must address)



# Your Project IDEA

- ▶ Serves a need? Spell out; don't assume we know.
- ▶ Addresses WIP purposes?
- ▶ Do you need \$\$? Can it be done for \$5,000 or less?
- ▶ Takes only one year to complete? If not, how will you fund successive years?
- ▶ Writing succinct? Word limits on application 75-100 words
- ▶ Find a catchy name for your project—it's easier for reviewers to distinguish!



## Example A (from a science club & an advisor)

- ▶ 15 Ypsilanti high school students will **attend** a one week summer science camp on the EMU campus.
- ▶ By the end of the week, they will have:
  - ▶ **Researched** a scientific problem of their own choosing, using the EMU library
  - ▶ **Created and written** an experiment that they can implement in the chemistry labs at EMU
  - ▶ Under supervision, **carried out** their experiments
  - ▶ **Written** up the results of their experiments

## Example B (an individual project)

- ▶ Two students will **attend** a conference in New York City [Name of conference] for the specific purposes of: .....
- ▶ **Plan and implement** 3 new teaching/learning techniques (names) into my [practice teaching experiences] [classes on English poetry][introduction to analytic problem solving].
- ▶ **Evaluate** the effectiveness of these new methods throughout the semester by [name the technique(s)].
- ▶ **Present** a paper/poster on these experiences at [the undergrad research fair] [a faculty development seminar] [a specific(named) conference].
- ▶ **Organize** a conference for students to meet professionals in the field of ...

# To submit an online application (Required)

- ▶ Got to the EMU Women in Philanthropy website—[emich.edu/wip](http://emich.edu/wip)
- ▶ Click on **Grants**
- ▶ On Grants page, click on *Submit a Grant Application*
- ▶ You are now on another website called *InfoReady*.
- ▶ Click on *WIP-EMU grant*
- ▶ You are now on the introductory page of the application.
- ▶ To the left under Application tools, click on **APPLY**
- ▶ You will need your emich User name and Password to access the application
- ▶ **You can see and save draft application before final submission**



# We can help turn your idea into a proposal that membership will like!

- ▶ WIP Awards Committee offer workshops in late September before the submission deadline. (Check WIP website in early Sept. for dates.)
  - ▶ Some workshops review grant writing for *inexperienced applicants* with special attention to WIP grants. Students and staff *should* attend one of these workshops.
  - ▶ Committee members also hold drop-in workshops to review draft proposals.
- ▶ Contact Linda Pritchard ([lpritchard1@emich.edu](mailto:lpritchard1@emich.edu)) or Andrea Zakrajsek ([azakrajs@emich.edu](mailto:azakrajs@emich.edu)) for further information.
- ▶ WIP voting membership (35-40) make the final decision each year!!