SAF Annual Proposal Form for the 2013-2014 Academic Year

The SAF Committee will be accepting applications for the annual budgeting cycle from November 30, 2012 until 5:00pm on January 16th, 2013. The intent of the annual operating budget is to support on-going student activities, services, and programs. Services and Activities Fees are defined in RCW 28B.15.041 to mean "fees, other than tuition fees, charged to all students registering at the . . . state universities . . . The legislature also recognizes that Services and Activities Fees are paid by students for the express purpose of funding student activities and programs" of their particular institution. These funds will be available for the 2013 to 2014 academic year.

A member of your group must be available to attend a hearing with the SAF Committee tentatively scheduled for Friday, February 8, 2013 and Friday, February 15, 2013. Please include a regularly checked email in the application, as that will be the main form of communication between SAF and the requesting group. The SAF Liaison will contact the requesting group to notify them of a hearing time.

Please ensure that your request is in accordance with SAF Bylaws, which are available at the following website: http://www.uwb.edu/studentlife/safc/safbylaws

The Committee will hold an open forum and appeals, tentatively scheduled for on Friday, March 29, 2013. Requesting groups will be notified of a preliminary budget before the open forum and appeals date.

Late applications will not be accepted, except at the discretion of the Committee. Adjustments to the final total requested by any club, group, organization, or department will not be accepted. After a request has been submitted, it may not be reopened for alterations or changes.

SUBMITTED BY
Aina L Braxton
kekoaluv@hotmail.com
Jan 16, 2013, 04:25PM PST

SAF Annual Proposal Form

[Required] Proposing Group   Center for Serious Play

(i.e. Career Center, Sustainability Club, Campus Events Board, etc.)

[Required] Department/Organization   Center for Serious Play

(i.e. Student Services, CUSP, Student Life, Student Clubs & Organizations, etc.)

[Required] Contact Person   Aina Braxton

This person will be the sole point of contact for any questions or additional information requests from the SAF Committee regarding your proposal.

[Required] Contact Email   ainab@uw.edu

This person will be the sole point of contact for any questions or additional information requests from the SAF Committee regarding your proposal.
Please include a regularly checked email as the SAF Committee contacts groups primarily through email.

[Required] Contact Phone   (425) 352-3786

Please include the phone number of the contact person. This person will be the sole point of contact for any questions or additional information requests from the SAF Committee regarding your proposal.

[Required] Faculty/Staff Member   Jason Pace, Director, Center for Serious Play

Please discuss your request with a staff or faculty member (i.e. Student Life Staff or faculty advisor) before submitting your request and include the name and title (i.e. John Smith, Club Advisor) of that individual.

[Required] Faculty/Staff Member Email   jpace@uwb.edu

Please provide the email of the faculty or staff member you discussed your request with.

[Required] Executive Summary of Your Proposal
Please provide a concise overview of the program, activity, or service for which you seek funding.
Please reference the University of Washington Bothell's 21st Century Initiatives at the following website and, if and where appropriate, please refer to the applicable initiatives: http://www.uwb.edu/21stcentury

At the Center for Serious Play students are provided with professional guidance, the best technology the University can offer, and an open and inviting environment in which to develop projects for their resumes and portfolios. The CSP is not a degree program but is open to all students who want to develop professional level interactive media projects. Our projects are guided by student's desires and the campus community's needs. We strive to be a digital media learning environment that promotes critical thinking, innovation, democracy, and student-driven agendas. We are seeking funding to bring UW Bothell students to two conferences over the course of this year. These conferences will focus on the intersectionality of gender, politics, and digital media. Attending students will participate in panels, discourses, workshops, and trainings about these topics, and return to disseminate what they have learned to the campus community at UW Bothell. The first conference is the Digital Media and Learning Conference, held in Chicago on March 14-16. This year the DML Conference focuses on youth engagement with politics through social media, and the changing face of political involvement in the digital age. One of the specific goals of this conference is to enable digital media labs, such as the CSP, to facilitate political activity, social consciousness, and equity through the use of digital technology. The second conference that we seek to attend is GeekGirlCon on the 19th and 20th of October. GeekGirlCon is a convention focused on women's participation in traditionally male-dominated fields such as science and technology, comics, games, etc. It is both an affirmative and educational experience. Our students will attend discussion panels and workshops on issues ranging from women's participation in STEM, to analysis of female characters in media, to writing and art workshops, etc. The students will learn to critically engage with these issues in a respectful and welcoming environment which is meant to involve and inspire. Each of these conferences fulfills the UW Bothell initiative for increasing diversity on campus by intentionally creating spaces where the traditionally disenfranchised feel welcome and known. Both the DML conference and GeekGirlCon are organized by a diverse committee composed of individuals that have traditionally been excluded from STEM work and discourses. Additionally, the experience will encourage students to set the agenda for political discourse on the UWB campus, and increase student involvement. This is a vital discussion that needs to be carried back to UW Bothell if we wish to further our development as a hub for inclusiveness in education.

[Required] Need for this Program/Service
In 200 words or less, please do the following:
-Describe the need for this program or service.
-If possible, include any data that might support your proposal (i.e. surveys indicating a need for your initiative).
-If you have tracked the success of this program or service in the past, please provide that information here.

Only 12% of STEM workers are Black or Hispanic, and women make up less than 25%. The historical contributions made by these groups are often marginalized or completely disregarded. We feel that by having our student interns attend conferences that directly challenge the perpetuation of the statistics stated above we will be creating a truly welcoming and open STEM culture at UWB. By learning from other Universities and industry leaders about how to foster diversity in STEM we will be providing the student community at UWB with new and exciting opportunities.

As UWB patiently waits for the construction of our very own STEM building and the opening of the new IMD degree it is not only timely but extremely necessary that our campus intentionally foster diversity. Hundreds of faculty, staff, and students from major universities around the world will be attending the DML conference, which will give our students a chance to network and share ideas on a global stage. GeekGirlCon will help students be greater-equipped to make UW Bothell a safe, diverse space by educating them in the language of diversity and acceptance.

[Required] Estimate number of students that will benefit from your proposed program/service.
In 200 words or less, please do the following:
-Indicate the benefits of your proposed program for students.
-Estimate how many currently enrolled students will likely benefit from your proposed service or program.
-Estimate the number of any other individuals (and indicate their affiliation) that might benefit from this service or program.

1) A group of 8 student interns will attend the DML conference, along with CSP director Jason Pace and Program Coordinator Aina Braxton for guidance.
2) A group of 10 students will attend the GeekGirlCon, along with CSP director Jason Pace and Program Coordinator Aina Braxton for guidance.
3) Student interns will produce articles, projects, workshops, and events for the whole student community based upon what each conference has to offer. These will be hosted by the CSP.

We would like to take all five of our student interns plus our proposed interns to the DML conference.
We would like to take a group of 10 students to GeekGirlCon and host a Women in Technology summit at the CSP where our 10 students will be able to disseminate the knowledge they gained from the conference to the campus community. We estimate that 150 students will attend our Women in Technology summit.

[Required] How do you plan to assess the program or service?
How do you plan to track the effects of this program or service?
For example, how would track how the event/program/service went? How would you track how successful it was and what you could change in the future?

After the convention we will engage the students in a discussion session back on campus. Through this session we will begin planning a series of events and articles which will highlight the experiences that the students had at their conferences. In this way, the experience will affect the UW Bothell community as a whole. The students will be able to give feedback on the program at this planning session, and we will determine what changes could be made if we attend these conferences again.
We will also ask for feedback from the students who attend our events, to make sure that they are as educational as possible.

Additional Information
If needed, please include any other information you feel is relevant to your request. (There is no character limit on this field.)

Priority registration for the DML conference in Chicago ends February 9th due to this we would love to come to the earliest available hearing in order to expedite the approval process.

According to our proposal, we will fulfill these aspects of the UW Bothell 21st Century Initiative:
• The program will increase diversity and diversity-awareness on campus. We will give students the resources to discuss diversity and bring about the change they want to see on campus and in our communities.
• It will be student-centered, fully engaging students in creating and running workshops, as well as giving them the opportunity to learn on-site at the conferences.
• It is resourceful in that it broadens the learning format; the flow of knowledge will not simply be from teacher to student. Students will articulate their needs and ideas to other students, while being facilitated by the University and its faculty.
• It fosters innovation through taking the material that we will learn at the conference and fashioning it into a whole new series of workshops and learning sessions. Best of all, as previously mentioned, the students will be the innovators.

Salary/Wages   *No answer submitted.*

Describe the funds you are requesting in detail below.
Please put total dollar amount of salary/wages in the bottom of this box.

Benefits   *No answer submitted.*

Describe the funds you are requesting in detail below.

Benefits paid to regular employees working at least .50 FTE should be calculated at 34.0% of earnings. Benefits paid to hourly employees should be calculated at 16.5% of earnings.

Please put total dollar amount of benefits in the bottom of this box. If you included salaries/wages in the above field, you must calculate the applicable benefits.

Programming/Events   *No answer submitted.*

Describe the funds you are requesting in detail below.
Please put total dollar amount of programming/events in the bottom of this box. Please include in this box costs relating to security, honorarium, hospitality, and contracted costs, etc. If your request includes security and you would like an estimate, please contact UWB Security at 425-352-5359.

Facilities Rentals/Set-Ups   *No answer submitted.*

Describe the funds you are requesting in detail below.
If you require facilities rentals/set-ups, please indicate it here. Take into account custodial fees and clean up. If you need assistance with estimated costs, please speak to a staff/faculty member.
Please put total dollar amount of facilities in the bottom of this box.

Printing & Photocopying   *No answer submitted.*

Describe the funds you are requesting in detail below.
Please put the total dollar amount of printing/photocopying in the bottom of this box.

Office Supplies   *No answer submitted.*

Describe the funds you are requesting in detail below.
Please put the total dollar amount of office supplies in the bottom of this box.

Food/Refreshments   *No answer submitted.*

Describe the funds you are requesting in detail below.
Please put the total dollar amount of food/refreshments in the bottom of this box.
Please review the food policy/food form for the University policies before submitting your request at the following link:
http://www.uwb.edu/getattachment/admin/services/fuac/foodapprovalform.pdf

Equipment Rentals/Purchase   *No answer submitted.*

Describe the funds you are requesting in detail below. Include information on the purpose/need for this equipment as it relates to your program or service.
Please put the total dollar amount of equipment rentals/purchase in the bottom of this box.

Transportation
Describe the funds you are requesting in detail below (indicate in state/out of state, as well as type of transportation). Please note that flight bookings are done through the University.
Please put total dollar amount of transportation in the bottom of this box.

$750 for van rental and gas to go to and from the GeekGirlCon.
$4080 for airline tickets to Chicago.

Meals and Lodging for Travel
Describe the funds you are requesting in detail below. Please insure that you are in compliance with applicable per diem rates for meals. The rates are available at the following link: http://www.gsa.gov/portal/category/21287
Please note that hotel bookings are typically done through the University.
Please put the total dollar amount of meals and lodging in the bottom of this box.

$1800 for meals in Chicago.
$2835 for hotel accommodations in Chicago.
$950 for DML registration.
$525 for GeekGirlCon registration.
$960 for meals for all the GeekGirlCon attendants from UWB

Telecommunications   *No answer submitted.*

Describe the funds you are requesting in detail below.
Telephone equipment should be estimated at $35 per handset, per month (this includes only one extension).
Please put the total dollar amount of telecommunications in the bottom of this box.

Other   *No answer submitted.*

Please include any other expenses that don't fall under any of the above categories in detail.
Please put the total dollar amount of other in the bottom of this box.

[Required] Total Amount Requested $11,900

Please take the time to carefully add all of your figures from above. Please note that adjustments will not be made to the total amount requested in the event of an error. Round your final total up to the nearest dollar.

[Required] Terms and Conditions   [X] I Agree

-I have read and agree with the terms and conditions of the SAF Bylaws: http://www.uwb.edu/studentlife/safc/safbylaws

-I understand that once submitted, adjustments cannot be made to the total amount requested above.

-I understand that hearings will be held between 8:00am and 12:00pm, tentatively scheduled for Friday, February 8, 2013 and Friday, February 15, 2013. Someone from my group will be available to attend a brief hearing scheduled during that time frame.