

## Results for SAF Annual Proposal Form for the 2020-2021 Academic Year (By Participant)

Results for: ID# 19399942		Submission date: 1/16/2020 1:41 PM
		Total time: 25 minutes, 45 seconds
Question	Response	
<p><i>Question:</i> Proposing Group (i.e. Career Services, Sustainability Club, Campus Events Board, etc.)</p>	Student Engagement & Activities - Social Justice Organizers	
<p><i>Question:</i> Department/Organization (i.e. Recreation and Wellness, First Year Pre-Major Programs, Student Engagement and Activities, School of Business, etc.)</p>	Student Engagement & Activities	
<p><i>Question:</i> 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.</p>	Benjamin Lopez	
<p><i>Question:</i> Contact Email 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.</p>	bel8209@uw.edu; uwbsjo@uw.edu	
<p><i>Question:</i> Contact Phone 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.</p>	4253523899	
<p><i>Question:</i> Faculty/Staff Member Please discuss your request with a staff or faculty member (i.e. Student Affairs Staff or faculty adviser) before submitting your request and include the name and title (i.e. John Smith, Club Adviser) of that individual. IMPORTANT: This person will also be listed as the budget owner. Please ensure the faculty or staff member understands they will be the budget owner and responsible for managing a SAF allocation. This person must be authorized in UW procurement and fiscal systems and familiar with university purchasing policies and processes.</p>	Benjamin Lopez, Program Manager; Sam Al-Khoury, Director	
<p><i>Question:</i> Faculty/Staff Member Email Please provide the email of the faculty or staff member you discussed your request with.</p>	bel8209@uw.edu; sea2@uw.edu	
<p><i>Question:</i> Executive Summary of Your Proposal (500 word limit) Please provide a concise overview of the program, activity, or service for which you seek funding.</p>	<p>This request is for the Social Justice Organizers (SJOs) and their related programs, supplies, development, and training. The SJOs are a team of four student leaders in the office of Student Engagement &amp; Activities (SEA). Their work consists of facilitating dialogues on various social issues (i.e. stereotyping, immigration, racism, identity, etc.) in order to deepen the community's awareness and understanding of these issues. These dialogues also build students' capacities to stand up to injustice in any form anywhere.</p> <p>On average, the SJOs host and facilitate a dialogue every other week during the</p>	

academic year. In order to do this, the SJO team uses skills in event planning, marketing, community organizing, and dialogue facilitation. All of these skills are learned in Fall training, and then further cultivated throughout the year as the team practices putting them into action as they plan and host dialogues on various topics. Topics this year have included The First People of UW Bothell, disrupting oppression in everyday situations, immigration, and understanding the veteran identity.

The SJOs' signature events, Dine 'n Dialogues, open up space for UW Bothell to come together and grow as a community. Dialogue is a unique form of communication, aimed at strengthening relationships within and across difference (Kachwaha, 2002). This embodies SEA's values of social justice and co-creation by honoring each person's contribution, aiming for the discovery of collective meaning, and naming paradox and ambiguity in order to get to the root of conflict.

All of our events center the experiences of those who have been systematically marginalized and underserved in an effort to counteract the silencing these populations experience. We know social power is not equitably distributed (Johnson, 2006) and work to repair the harm done by this inequity through our dialogues. We name it, analyze and deconstruct it, and then imagine new ways to collectively move forward. By creating a space where students can be brave in deepening their understanding of themselves and others, we equip the campus community with skills, resources, and experience in sparking and leading these important conversations, further enabling UW Bothell in its pursuit of being a transformational learning community.

Furthermore, the work of the SJOs brings the mission of not only UW Bothell to life, but SEA's as well. By centering students in our dialogues, facilitating spaces where they can co-create learning experiences, supporting them as they clarify their identities and purpose, and further cultivating their agency, the SJO team helps realize SEA's mission by preparing students to engage their communities and contribute to meaningful social change.

*Question:*

Need for this Program/Service (500 word limit)  
Please describe the need for this program or service. Explicitly describe how this program directly and/or indirectly benefits the campus community? \* If possible, include any data that might support your proposal (i.e. surveys indicating a need for your initiative)

The SJOs bolster the education UW Bothell students engage in throughout their time on campus. Research shows that student-centered diversity programs directly contribute to enhanced recruitment, retention, and satisfaction of historically underserved student groups on campuses, as well as improving the campus climate for the entire community (Museus, Agbayani, Ching, 2017). It is through our dialogues that we achieve these outcomes, and equip students with skills, knowledge, and experience to thrive in our ever diversifying world. This is vital to their success not only here at UW Bothell, with 40% of our students being the first in their families

to earn 4-year degrees, 64% being persons of color, and 9% being international students, but also as they enter the workforce. The Center for American Progress projects 83% of the growth in the working-age population by 2050 will come from immigrants and their children. Additionally, census data suggests that by 2050 there will be no racial or ethnic majority in the U.S., and less than half of K-12 children will be white for the first time in our country's history (Cárdenas, Ajinkya, Léger, 2011). These shifts, coupled with trends showing more women, LGBTQ, and disabled folks joining the workforce, emphasize the importance of programming such as the SJOs. Students need to be prepared to enter this evolving workforce. We would not be living up to our mission, and doing our students a disservice, if we were to forgo programming like that of the SJOs, where students can learn and practice being culturally literate and inclusive leaders; Leaders who can effectively and equitably engage with this increasing diversity.

SJOs' efforts to cultivate students' skills in effectively engaging with this growing diversity can be seen in testimonials we have received following our Dine 'n Dialogues. Students have stated that SJO events enabled them to find a sense of community, discover more of their true selves, show up authentically on campus, understand multiple and different perspectives on issues, and deepen their commitment to being an ally for marginalized communities.

"[The SJOs have] broadened my perspectives and has sparked new ways of thinking."

"I've become more open minded about the root cause of [oppression] in history."

"It made me feel I was a part of something."

References:

Cárdenas, V., Ajinkya, J., Léger, D (2011). Progress 2050: New Ideas for a Diverse America. Center for American Progress.

Institutional Research (2019). Fast facts 2017-2018. University of Washington, Bothell.

Museus, S., Agbayani, Amefil, & Ching, Doris. (2017). Focusing on the underserved: Immigrant, refugee, and indigenous Asian American and Pacific Islanders in higher education. Charlotte, NC: Information Age Publishing.

*Question:*

New Request or Previously Funded (500 word limit) Has this request been funded in the past? If yes, please indicate what part of the proposal was previously funded by SAF and what is a request for new allocations. If this is a one time funding request, please note that in the description.

This request is nearly identical to previous requests, and has been entirely funded in the past. Two noteworthy changes from last year include updated wage rates and decreased professional development funds.

We have decreased the amount of professional development funds

requested after researching the cost of workshops in the Seattle area. The one day workshops that the SJO team would attend averaged \$300/attendee. Based on this research we decided to update our request to more accurately reflect anticipated costs. Further details regarding the kind of workshops the SJOs may attend can be found in the "Professional Development" section of this request.

*Question:*

Strategic Plan/5 Year Goals (500 word limit)  
Please describe your strategic plan or description of your key strategic goals over the next five years.

The work of social justice is to restore and deepen relationships in order to build an equitable community where all needs - physical, psychological, and spiritual - are met. This work is forever ongoing, requiring leaders to be forward thinking and targeted in their work. For the SJOs our targets are: 1) Making the SJOs more well-known on campus, and 2) Developing a broad network of SJO ambassadors.

Spreading the SJO name on campus is a main focus over the next 5 years as currently not all students know who we are or what we do. Building our brand will extend the reach we have, enabling us to contribute further to establishing a campus climate of equity and social justice. We also know that dialogue, the central method used by the SJOs, can happen in a multitude of ways and that not everyone can attend our events or wants to engage in a face to face manner. By diversifying our approach we are increasing the accessibility of our programs while expanding our spheres of influence. We are currently working on this by assessing our social media presence, using both anecdotal evidence gleaned from other influencers on social media, as well as proven best practices from marketing researchers. As we evaluate our sites, we are introducing elements that bolster our efforts and engage our current followers. Our goal in doing this is to revitalize our social media presence, aiming for over 1,000 "Likes" on our Facebook page and over 500 "followers" on our Instagram and Twitter feeds by 2024.

As our name becomes more well-known we anticipate greater participation in our work. We hope to build on this and grow the network of folx on campus engaging in challenging and courageous conversations around social justice. Leading this charge and working for institutional culture change is a large task for four SJOs, so we hope to offer opportunities for the general student population to engage in this work too. This, combined with the efforts of professional staff, has the potential to create greater inclusivity and critical awareness on campus.

*Question:*

Program Benefit Estimate number of students that will benefit from your proposed program/service (500 word limit). \* 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

Last academic year the SJOs facilitated 14 dialogues on topics such as cultural appropriation, deconstructing stereotypes, contemporary social movements, and much more. This is an average of one dialogue every two weeks. Additionally, the SJOs facilitated

indicate their affiliation) that might benefit from this service or program.

six sessions during summer new student orientation, which are aimed at connecting students to resources that will help them find their place on campus, as well as encourage them to use their voices during their time at UWB. Through each of these programs, we reached roughly 1,123 students in total. Just as they have for the last several years, the SJOs engaged every single new first-year student.

This year the SJOs hosted 6 Dine 'n Dialogues in Fall quarter alone, with 105 total student, staff, faculty, and community member attendees. This is a 20% increase compared to last year. We project this trend to continue as we roll out new initiatives aimed at getting greater campus engagement. From these interactions, students have shared they have deepened their capacity to empathize with people of different identities, recognized the systemic nature of oppression, been empowered to continue exploring issues of social justice and how they personally relate to them, and felt called to action in addressing injustices.

Our passive efforts (social media, art campaigns, educational materials, etc.) have also reached over 3,000 people this year alone (people seeing what we are posting), with nearly 400 of these folks engaging with the material (reading articles, liking and commenting, attending dialogues, etc.). These efforts expand the impact the SJOs have on our campus community, and make the topics we are discussing accessible to those who may not be able to attend our events.

Our work is not done alone as we often collaborate with members of the UW Bothell community. The SJOs have partnered with Community-Based Learning and Research on projects such as celebrating Dr. Martin Luther King Jr. We partnered with the Black Student Union to host a Soul Train dance and a viewing of I Am Not Your Negro. We collaborated with the Muslim Student Association on events like Existence is Resistance: Intersectionality and the fight for Palestinian Human Rights. Each of these offices and organizations, as well as others not listed here, have benefited from the work of the SJOs, and vice versa. In collaborating, the SJOs are able to live out our mission of co-constructing an environment where all voices are present, heard, and valued.

All of this is so we can serve as many students as possible, and we are proud to say that our impact has been felt directly by nearly 20% of the student population, and indirectly by many more. Among those who filled out our post-dialogue assessment, 93% deepened their understanding of the issues being covered, and 75% feel a stronger sense of community following our dialogues.

*Question:*

Financial and Operational Health (500 word limit)  
How do you plan to assess the program or

Assessment is vital to the success of the SJOs as our work is community

service? Please describe any metrics or operational targets your unit uses to assess its financial and operational health? Describe the metrics, the metric targets and actuals of metrics. (E.g. student- student employee ratios, student-to-staff ratios, in-process measures).

focused. This means in order to be successful in supporting the building of an equitable environment on campus, we need to know the community's true needs. We not only track quantitative data (i.e. number of attendees, online interactions, etc.), but also ask for qualitative feedback at each of our events, as well as on social media. This information allows us to determine whether we are meeting our individual event learning goals as well as our year-long learning outcomes. In addition, the SJOs themselves set quarterly and year-long goals which are tracked throughout the terms by their supervisor. And finally, the SJO supervisor lays out goals for the team and each student based on their individual assessments of community, team, and personal needs.

The SJOs also work to stay up to date with best practices in the field of social justice. Being at an institution of higher education allows the team to access journals, articles, and other resources that enable us to stay current with trends and needs of our community. Utilizing these resources, as well as engaging in other professional development opportunities (i.e. local workshops, community meetings, book clubs, etc.) allows us to explore new and innovative approaches to social justice work and adapt these tactics to the unique needs of our community; as informed by our assessment.

Current metrics we use include no more than \$400 spent on food for each Dine n Dialogue event in order to ensure we responsibly use our funds to reach the most students. This amount is based on historic attendance trends at our programs, with some room to allow for growth. Current trends show us spending on average \$5.44 per attendee, well below the U.S. General Services Administration per diem rate for King County of \$19 for lunch. This number is low, which is in large part due to an 11% increase in attendance we have seen at our programs this year compared to last. Based on this data, we anticipate this rate to grow over the next quarters as we adjust the amount we are purchasing to match the increased attendance we are seeing at our events. We will still maintain our \$400 limit per dialogue, as it provides enough room for the growth we are seeing.

Our Facebook page has grown by 8% since the beginning of this academic year, with our posts consistently growing in their reach. Our Instagram has grown as well, with us seeing a 16% increase in followers since the start of the academic year. These numbers reflect our efforts to reinvigorate our social media presence, and as we continue to develop these pages we expect these numbers to continue to rise.

*Question:*

Additional Information (500 word count) If needed, please include any other information you feel is relevant to your request.

The SJOs, a team of four students who have been thoroughly trained on facilitating dialogues, are a vital piece

of the UW Bothell community because their work supports the creation of a safe and brave environment where students can explore and practice engaging in challenging conversations. Often times we are told by society to avoid these conversations due to their political and potentially contentious nature. However, this allows systems of oppression to go unchecked and can further marginalize people. This is not who we say we want to be here at UW Bothell. Therefore, continuing to fund the SJOs and their work not only allows this program to continue, but also supports UW Bothell as an institution to realize its mission and vision of transformational education, engaged scholarship, and an inclusive culture.

In the SJO team, our work is focused on recognizing, naming, deconstructing, and reimagining social justice issues and is done via dialogues. These dialogues are intentionally structured in a manner that encourages students to be brave in sharing their truths and engaging in collaborative work. Building these programs required a great deal of expertise in program development, event planning, and facilitation skills. SEA, being the programming experts on campus, best supports this work, but we also know we have peers who are also moving social justice efforts forward at UW Bothell. We see our work complimenting theirs. One group we see ourselves as collaborators with is the Diversity Center (DC). The DC is an amazing resource for our students and we are ecstatic to have them on campus. However, the work of the SJOs is unique from the work of the DC, which centers community development among our diverse student population, and works to cultivate empowerment and celebrate all identities present on campus. We hope to build and strengthen our relationship with the DC and find ways we can support one another in our work. Our role differs from theirs, with our focus being bringing together students with different identities and perspectives to analyze and collectively reimagine social norms and systems. This provides the opportunity for students who may not seek out the DC's services but are interested in the topics to engage in perspective taking and interact with the diversity we are fortunate to have here at UW Bothell. We believe we are stronger together and can better bring about social change if all parts of campus, including the DC and us, work together in the pursuit of social justice.

*Question:*

Salary/Wages Describe the funds you are requesting in detail below. Benefits will be calculated on the spreadsheet accordingly. Please detail the number of positions, hours per week/salary, salary, etc. If there are differences or distinctions in positions, please explain. Please show your math; for example: (1 student working X# hours per week at \$X per hour for X weeks).

Social Justice Organizers:  
 Summer: 11 weeks x (\$16.39/hr + 20.9% benefits) x 5 hrs/week x 2 students = \$2,180

During Summer, the SJO team gets its first opportunity to practice facilitating by leading multiple orientation sessions for incoming first year and transfer students. Known as IDEA sessions, the SJOs facilitate a storytelling workshop, inviting incoming students to share

some of their stories with their peers. Aimed at cultivating student voice, these sessions set the tone for incoming students of being brave, sharing their truth, utilizing their power, and collaboratively growing the UW Bothell community.

IDEA sessions occur 6 times throughout the summer and are an hour and 15 minutes long. Each session requires 2 SJO facilitators, with each team member facilitating at minimum 2 sessions throughout the summer. The 5 hours per week are necessary to train the team, develop the presentation, practice presenting/facilitating, and then facilitate the session with the incoming students.

Fall: 15 weeks x (\$16.39/hr + 20.9% benefits) X 15 hrs/week x 4 students = \$17,834

Winter + Spring: 24 weeks x (\$17/hr + 20.9% benefits) X 15 hrs/week x 4 students = \$29,596

Total = \$49,610

*Question:*

Programming/Events 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. Please put total dollar amount of programming/events in the bottom of this box and on the spreadsheet.

Dine & Dialogue events: \$4,500

Dine n Dialogue is a Social Justice Organizer series recurring twice monthly for students, staff, and faculty during the lunch hour. We meet to engage in dialogue around topics such as stereotyping, racism, sexism, cultural imperialism, and other systems of oppression present on the UW Bothell campus and beyond, with a different theme for every event. At least one of these programs a quarter are more responsive in nature, based on current events and issues our students or the world are facing at the time. An example of this type of program was the SJO Trans Identity dialogue last year, where we opened up space to deepen our understanding of gender and the trans experience following the current presidential administration's outlawing of trans people in the military. The intent of these events is to care for the communities impacted by these issues, as well as invite those who may be unfamiliar with the subject to deepen their understanding and learn more about how they relate to it. Through our Dine 'n Dialogue series we work to build community, deepen UW Bothell's collective understanding of these topics both as issues in the world and our own lives, and promote a culture of equity and anti-oppression.

Collaboration events: \$1,500

SJO collaborations occur in Winter and Spring Quarter at minimum. These events are instances where the Social Justice Organizer team works with another office, student organization, or club to host a larger scale program for the UW Bothell community. Because dialogue is the center of the Social Justice Organizer's work, the event must incorporate an aspect of dialogue in its function, even if it is not the

central focus. Potential examples are: bringing in guest speakers, celebrations of social justice heroes, movie or documentary screenings, etc. The aim of these events are to incorporate social justice in a variety of events beyond strict dialogue spaces.

Total = \$6,000

*Question:*

**Facilities & Equipment Rentals/Set-Ups/Purchase** Describe the funds you are requesting in detail below. If you require facilities or equipment rentals/set-ups/purchase, 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 and equipment in the bottom of this box and on the spreadsheet.

Included in programming estimate above

*Question:*

**Printing & Photocopying** Describe the funds you are requesting in detail below. Please put total dollar amount of printing/photocopying in the bottom of this box and on the spreadsheet.

One of the main methods of marketing for the SJOs is flyers and posters around campus. We have worked hard to assess the amount of flyers we need to be effective, while also not being wasteful. We strategically place our flyers in highly trafficked and easily visible areas, capitalizing on the SJOs' experience as students and their familiarity with what areas are best to market in. An example of this includes placing quarter sheet flyers in the study space on the third floor of UW1. Students often read the material on the table, but rarely take it with them, allowing the next student to sit there to learn about our events. This allows our material to reach more students where they are at without needing to print a large amount of material.

Additionally, we often times provide resources to students in our dialogues so they can continue to explore the topics. This in large part comes in the form of worksheets that prompt reflection, brochures for different local opportunities for students to further engage in the work, and articles for them to take after the dialogue to continue ruminating on.

Total = \$500

*Question:*

**Office Supplies** Describe the funds you are requesting in detail below. Please put total dollar amount of office supplies in the bottom of this box and on the spreadsheet.

Promotional items are one strategy used by the SJOs to promote their programming and develop brand recognition. Having our logo on items students use every day, such as water bottles, spreads our name across campus, and to folks who might not otherwise know about us. By tapping into the tight knit community we have here at UW Bothell, we are inviting folks to learn more about us, because in seeing the logo students may ask questions about who the SJOs are, sparking interest in them to attend one of our upcoming programs.

Items we purchase with these funds are low cost, enabling us to purchase larger quantities so that we can reach a large number of students. They will be given out in a manner that stimulates engagement with us as well, supporting our efforts to advance the name of the

	<p>SJOs on campus.</p> <p>Promotional items: \$800</p>
<p><i>Question:</i>  Food/Refreshments Describe the funds you are requesting in detail. Please indicate why food is necessary in your proposal. Review the food policy/food form for the University policies before asking for food. The Food Policy and Food Approval Form can be found in this link: <a href="https://www.uwb.edu/finance/food-approvals">https://www.uwb.edu/finance/food-approvals</a>  Understand that food for normal meetings is not allowed. Describe below the reason you are requesting food and how it meets the food policy. Please ensure that you are in compliance with applicable per diem rates for meals. The per diem rates are available at the following link: <a href="http://finance.uw.edu/travel/meals#perdiem">http://finance.uw.edu/travel/meals#perdiem</a>  Please put total dollar amount of food refreshments in the bottom of this box and on the spreadsheet.</p>	<p>Included in programming estimate above</p> <p>Dine 'n Dialogues are recurring programs hosted twice monthly by the SJOs. Students are invited to engage in dialogue around topics such as racism, classism, sexism, stereotypes, and other systems of oppression present on campus and beyond. Food is an integral part of this program as the topics being discussed are sensitive and often controversial. By sharing a meal with one another, students are more likely to be vulnerable and share their personal stories much quicker than if there was no food. Additionally, it establishes a stronger sense of community, which reinforces the community agreements we establish at the start of each dialogue. Either lunch OR light refreshments are served, dependent on the time of the program. We will never serve both lunch and light refreshments at the same event. Each program will have no more than \$400 spent on food.</p>
<p><i>Question:</i>  Transportation and Travel Describe the funds you are requesting in detail below for business travel (indicate in state/out of state, local travel, as well as type of transportation). Please note that flight bookings are done through the University. Please provide justification for out of state travel. Please put total dollar amount of transportation and travel in the bottom of this box and on the spreadsheet.</p>	<p>Included in professional development estimate below</p>
<p><i>Question:</i>  Professional Development Describe the funds you are requesting in detail below. Please indicate number of students, staff, and the dollar amount. This should include all costs associated with registration, air or ground travel, meals, lodging, per diem, etc. Please insure that you are in compliance with applicable per diem rates for meals. The rates are available at the following link: <a href="http://www.gsa.gov/portal/content/104877">http://www.gsa.gov/portal/content/104877</a>  Please note that flight bookings are done through the University. Please provide justification for out of state travel. Please put the total dollar amount of professional development in the bottom of this box and on the spreadsheet.</p>	<p>We are asking for \$300 per student and \$300 for the supervisor to attend a local workshop that will further enable the SJO team to stay up to date on best practices, deepen their understanding and relationship to social justice issues, discover new skills in facilitation, and gain experience in a professional setting. An example of the kind of workshop the SJOs would attend are those hosted by the Trauma Stewardship Institute (TSI) in Seattle. The folks at the TSI are experts in developing the self-knowledge and insight necessary to sustain oneself in the work of social justice. This work is taxing and can lead to burnout if not balanced with strong, practical skills in processing the personal and often contentious topics we cover in our dialogues. By attending a TSI workshop, the SJOs are able to cultivate and bring back these skills and strategies to campus, further supporting other students in processing the information covered in our dialogues. Therefore, attending these workshops not only benefits the SJO team, but also the greater UW Bothell community. The funding for the supervisor is necessary so they can support the SJOs as they go through these experiences.</p> <p>Professional development: (\$300 x 4</p>

	students) + (\$300 x 1 adviser) = \$1,500
<p><i>Question:</i> Operations Describe the funds you are requesting in detail below. Please put the total dollar amount of telecommunications, business cards, computer purchases, equipment, new hire packages, etc. in the bottom of this box and on the spreadsheet. Phone lines should be calculated at \$10 per line per month. <a href="https://itconnect.uw.edu/service/campus-telephone-services/">https://itconnect.uw.edu/service/campus-telephone-services/</a></p>	Included in programming estimate above
<p><i>Question:</i> Other 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 and on the spreadsheet.</p>	n/a
<p><i>Question:</i> Total Amount Requested Please list your total amount requested, please make sure all line items are on the spreadsheet. Enter the total from the spreadsheet here. These numbers should match line item for line item.</p>	58410
<p><i>Question:</i> Terms and Conditions By submitting this application, you are agreeing to the terms and conditions below: * I have read and agree with the terms and conditions of the SAF Bylaws: <a href="http://www.uwb.edu/studentaffairs/safc/safbylaws">http://www.uwb.edu/studentaffairs/safc/safbylaws</a> * I understand that late applications will not be accepted, except at the discretion of the Committee, and completed applications include a narrative as well as a spreadsheet. 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. * I understand that hearings will be held between 8:30am and 11:30am, tentatively scheduled for Friday, January 31, 2020 and Friday, February 7, 2020. Someone from my group will be available to attend a brief hearing scheduled during that time frame.</p>	I Agree

Questions or comments?  
[Contact us](#) or email [catalysthelp@uw.edu](mailto:catalysthelp@uw.edu)